



Please reply to:

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Date: 09 September 2024

Notice of meeting

Environment and Sustainability Committee

Date: Tuesday, 17 September 2024

Time: 7.00 pm

Place: Council Chamber, Council Offices, Knowle Green, Staines-upon-Thames TW18 1XB

To the members of the Environment and Sustainability Committee

Councillors:

M. Beecher (Chair)

K.M. Grant (Vice-Chair)

S.N. Beatty

M. Bing Dong

L.H. Brennan

T. Burrell

J.P. Caplin

S.M. Doran

N. Islam

A. Mathur

O. Rybinski

J.R. Sexton

J.A. Turner

H.R.D. Williams

P.N. Woodward

Substitute Members: Councillors M. Arnold, C. Bateson, D.C. Clarke, J.T.F. Doran, A. Gale, R.V. Geach, K. Howkins and L. E. Nichols

Councillors are reminded that the Gifts and Hospitality Declaration book will be available outside the meeting room for you to record any gifts or hospitality offered to you since the last Committee meeting.

Spelthorne Borough Council, Council Offices, Knowle Green

Staines-upon-Thames TW18 1XB

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Agenda

Page nos.

1. Apologies and Substitutes

To receive any apologies for absence and notification of substitutions.

2. Minutes

5 - 10

To confirm as a correct record the minutes of the Environment and Sustainability Committee meeting held on 18 June 2024.

3. Disclosures of Interest

To receive any disclosures of interest from councillors in accordance with the Council's Code of Conduct for members.

4. Questions from members of the Public

The Chair, or their nominee, to answer any questions raised by members of the public in accordance with Standing Order 40.

At the time of publication of this agenda no questions were received.

5. Refurbishment of the Lammas Play Area

11 - 14

To consider:

- 1) Authorising the Group Head of Neighbourhood Services to commence a tender for the procurement of play area equipment
- 2) Delegating authority to the Group Head Neighbourhood Services to appoint the chosen supplier/s
- 3) Authorising the Group Head of Corporate Governane to enter the contract with the selected supplier

6. National Planning Policy Framework Consultation Response

15 - 34

To consider approval of the submission of Spelthorne Borough Council's response to the Government's open consultation of changes to the National Planning Policy Framework and the planning system.

7. Green Initiatives Fund Bid - Electric Vehicle Charging

35 - 46

To consider a request for funding from the Green Initiatives Fund towards funding for electric vehicle charging.

8. Green Initiatives Fund Bid - Carbon Literacy Accreditation

47 - 58

To consider a request for funding from the Green Initiatives Fund towards the application for Carbon Literacy Accreditation.

- 9. Climate Change Strategy Progress Update** **59 - 104**
- To consider:
- 1) Agreeing the publication of the Climate Change Strategy Progress Report
 - 2) Approving the changes to the Climate Change Strategy Action Plan
- 10. Strategic Priorities for 2024/2025** **105 - 110**
- To note the Committee's strategic priorities for 2024/2025.
- 11. Appointment of Environment and Sustainability Committee Chair to the Design Code Task Group**
- To consider the appointment of the Chair of the Environment and Sustainability Committee to the Design Code Task Group.
- 12. Updates from Task and Finish and/or Working Groups** **111 - 112**
- To receive an update on the following task and finish and/or working groups:
- Community Infrastructure Levy Task Groups – written update
- Climate Change Working Group – verbal update
- Spelthorne Design Code Task Group – verbal update
- 13. Forward Plan** **113 - 116**
- A copy of the Environment & Sustainability Committee Forward Plan is attached.

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**Minutes of the Environment and Sustainability Committee
18 June 2024**

Present:

Councillor M. Beecher (Chair)
Councillor K.M. Grant (Vice-Chair)

Councillors:

S.N. Beatty	S.M. Doran	H.R.D. Williams
L.H. Brennan	N. Islam	P.N. Woodward
T. Burrell	A. Mathur	
J.P. Caplin	J.R. Sexton	

Substitutions: Councillors K. Howkins (In place of O. Rybinski)
L. E. Nichols (In place of J.A. Turner)

Apologies: Councillors Rybinski and Turner

In Attendance: Councillors C. Bateson

26/24 Minutes

The minutes of the meeting held on 27 February 2024, and the extraordinary Committee meetings held on 29 February 2024 and 16 April 2024 were agreed as a correct record.

27/24 Disclosures of Interest

Councillor Brennan declared an interest in agenda item 8, 'Conservation Areas' and as such she would leave the room when this was discussed by the Committee.

28/24 Questions from members of the Public

There were no questions from members of the public.

29/24 Terms of Reference

The Committee received their updated Terms of Reference following a change of structure to Committees agreed by Council in April 2024.

The Committee **resolved** to note their updated Terms of Reference.

30/24 Strategic Priorities for 2024/2025

The Committee did not have any comments on their Strategic Priorities for 2024/25 and later requested this be deferred until the next meeting.

31/24 Tiny Forest Bid

The Committee considered a request to submit a funding bid for the creation of one or more Tiny Forests within the borough. The bid would be submitted in partnership with Runnymede Borough Council, and at least two suitable sites in Staines and Ashford had been identified and would be confirmed shortly. The cost of establishing each site would be approximately £32,960. There would be no cost to the Council as it would be covered by the Local Authority Treescape Fund, and extra support would be provided by Earthwatch.

The Committee expressed their support for the proposal, but raised concern that the proposed sites would exclude a large portion of the population. It was confirmed that Council owned sites with community use were being explored for future funding opportunities. The Committee provided suggestions for future sites that could be explored for the project if the first round of the project was successful.

The Committee **resolved** to

1. Authorise Spelthorne Officers to submit a funding bid to the Local Authority Treescapes Fund, and
2. Delegate authority to Head of Corporate Governance to enter a contract with Earthwatch to deliver the Tiny Forest project.

32/24 Conservation Areas

Councillor Brennan left for the consideration of this item as she had declared an interest.

The Committee considered a report from the Planning Development Management Team Leader on the draft Conservation Area Appraisals for areas in Laleham, Lower Halliford, Lower Sunbury, Manygate Lane, Shepperton, Stanwell, and Upper Halliford. PurcellUK, on behalf of the Local Planning Authority, had undertaken reviews and recommended revisions to the conservation areas. The Council would undertake a six-week public

consultation on the recommended revisions, and the decision on the final appraisals would be presented to the Committee in future. Change to the boundaries in each area were identified to the Committee.

The Committee queried the criteria for extending the conservation area, and were informed this did not often happen due to the quality of new development. The Committee were advised that homes in the conservation area could not be forced to make improvements in keeping with the conservation area, only encouraged. The Committee expressed a desire for further areas of the borough to be appraised for conservation areas and were advised this would be subject to a growth bid as part of the budget process for the following year.

The Committee provided comments on individual conservation areas and were advised these would be useful to submit as part of the consultation as they reflected local knowledge that Purcell UK would not necessarily have access to. Consultation responses would be reported to the Committee in Autumn.

The Committee **resolved** to

1. Agree the draft Conservation Area Appraisals for Laleham, Lower Halliford, Lower Sunbury, Manygate Lane, Shepperton, Stanwell, and Upper Halliford
2. Undertake a six-week public consultation process, and
3. Refer the appraisals back to Environment and Sustainability Committee to agree, following the consultation process.

Meeting adjourned at: 20:14

Meeting reconvened at: 20:20

Councillor Brennan rejoined the meeting.

33/24 Housing Delivery Test Action Plan

The Committee considered the Housing Delivery Test Action Plan 2023 from the Planning Development Manager. As only 68% of the borough's housing needs have been delivered over the last three years, the Council was required to produce an Action Plan to identify actions to address under delivery against the housing requirement in the area.

The Committee noted there were a range of reasons, such as increased construction costs, for underdelivery of housing in the borough, however some neighbouring boroughs had exceeded their housing targets. The Committee queried if any of the actions would make a substantial difference in encouraging development to address the housing need. The Planning Development Manager explained the plan was to demonstrate the Council was doing everything it could to attempt to solve the issue. The Committee noted the borough's assessed need was 618 dwellings per annum and queried if that number could change. The Local Plans Manager explained that number could be changed by the Planning Inspector or Central Government.

The Committee noted that underdelivery of housing also meant there was an underdelivery of affordable housing in the borough, and were advised there was a member/officer working group who were currently exploring options to address this.

The Committee **resolved** to

1. Agree the Housing Delivery Test Action Plan 2023, and
2. Publish the Housing Delivery Test Action Plan 2023 on the Council's website.

34/24 Consultation on Major Applications

The Committee considered a report on updates to the 'Consultation on Emerging Planning Proposals' document from the Planning Development Manager. The consultation protocol was adopted in 2022, and a review of the document would take place every two years. Updates to the document were highlighted as well as the impact of the document since adoption. The protocol was not binding to developers, but existed to demonstrate the importance of consultation and engagement with the community. The Planning Development Manager reported an update to Appendix 2 of the report as follows:

Debenhams: In addition, in-person meetings had been held with local stakeholder groups, businesses and residents associations, and street canvassing and surveys had taken place.

Renshaw: Street canvassing and in-person briefings with local stakeholder groups were undertaken.

The Committee raised a recent planning application where they felt the document had not been adhered to, and the Planning Development Manager explained the applicant had not met with the Council before submitting their application.

The Committee **resolved** to agree the revised Consultation on Emerging Planning Proposals document.

35/24 Update to Design Code Task Group

The Committee considered a report on updates to the Design Code Task Group terms of reference. In order to not delay the design codes project, it was recommended that authority be delegated for 'gateway' decisions regarding the design codes project, and the terms of reference be updated to accommodate membership changes if a member appointed by the Committee was unable to continue work on the task group. Updates would be provided to members of the committee on a regular basis.

The Committee noted that if not agreed, the decisions would need to be brought to Committee and would significantly delay the project.

The Committee **resolved** to

1. Delegate authority to make decisions at 'gateway' points to the Group Head for Place, Protection and Prosperity in consultation with the Chair of the Environment and Sustainability Committee
2. Agree the amended version of the Design Code Task Group Terms of Reference.

36/24 Updates from Task and Finish and/or Working Groups

The Committee received an update on the work of the Community Infrastructure Levy (CIL) Task Groups, and a verbal update on the work of the Climate Change Working Group and the Design Code Task Group.

The Committee were advised that the CIL meetings mentioned in the update had been postponed and would be rescheduled.

The Chair provided a summary of topics and reports discussed at the last meetings of the Climate Change Working Group.

The Chair of the Design Code Task Group provided a summary of the work of the Design Code Task Group since it was established.

The Committee requested that the minutes of the meetings for the Climate Change Working Group and the Design Code Task Group be made available to all members, and this was agreed.

The Committee noted the role of Andy von Bradsky, Critical Friend, on the Design Code Project Board and were informed he was advising members of the task group. The Committee acknowledged the opening of the online Design Code hub and were advised it would be updated regularly.

The Committee **resolved** to note the updates.

37/24 Forward Plan

The Committee requested the item on the Committee's 'Strategic Priorities 2024/25' be added to the next meeting's agenda.

The Committee requested that the possibility of producing further conservation area appraisals for the borough be brought to committee in future and were advised this would form a growth bid as part of the service plans being presented at the next meeting.

The Committee noted that an Corporate Plan Action Tracker would be produced for councillors to keep track of progress on the actions set out

against the Council's Corporate Plan, and requested the Committee have oversight of its related actions.

The Committee **resolved** to note the forward plan, subject to the above inclusions.

Meeting ended: 21:27

Environment & Sustainability



Tuesday 17 September 2024

Title	<i>Refurbishment of the Lammas play area</i>
Purpose of the report	To make a Key Decision
Report Author	<i>Jackie Taylor Group Head Neighbourhood Services</i>
Ward(s) Affected	Staines
Exempt	No
Exemption Reason	<i>Not applicable</i>
Corporate Priority	Community Services
Recommendations	<p>Committee is asked to:</p> <ol style="list-style-type: none"> 1) Authorise the Group Head of Neighbourhood Services to commence a tender for the procurement of play area equipment 2) Delegate authority to the Group Head Neighbourhood Services to appoint the chosen supplier/s 3) Authorise the Group Head of Corporate Governance to enter the contract with the selected supplier
Reason for Recommendation	<p>The formal planning approval for the development of the Jewson’s site on Moor Lane Staines and the Masonic lodge in Elmsleigh Road Staines provided S106 funding for the older children’s play area at the Lammas to be refurbished. The funding for this refurbishment has been received by the Council prior to the commencement of procurement of the new play equipment.</p>

1. Summary of the report

What is the situation	Why we want to do something
<ul style="list-style-type: none"> • S106 money has been provided by two developers for the refurbishment of play facilities within Lammas Recreation Ground 	<ul style="list-style-type: none"> • S106 money is already available and allocated for spend on play facilities at the Lammas.
This is what we want to do about it	These are the next steps
<ul style="list-style-type: none"> • The play facilities for the older age group of children need 	<ul style="list-style-type: none"> • A specification has been drawn up detailing the requirements for

<p>refurbishment and we need to carry out a procurement exercise to get this underway. These two developers have allocated this money to be spent on facilities at the Lammas being the play area closest to these new developments in the town centre.</p>	<p>refurbishing the play area. Working with the legal and procurement team a tender exercise needs to be completed to ensure we get best value from this S106 money provided by two developers in Staines Town.</p>
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1.1 This report seeks to authorise the Group Head Neighbourhood Services to commence a procurement exercise to refurbish the play area at the Lammas Recreation ground in Staines.

1.2 Once the tender exercise has been evaluated by officers including the Group Head Neighbourhood Services, members are asked to authorise the Head of Corporate Governance to enter a contract with the chosen supplier.

2. Key issues

2.1 Developers at the sites in Moor Lane & Elmsleigh Road have advised the Council that they wish their S106 funding allocation for housing development on these two sites be used to upgrade play facilities at the Lammas which is a primary park in Spelthorne.

2.2 The total amount of £110,000 has already been paid directly to Spelthorne and has been set aside solely for use within this play area.

2.3 The Allotments and Parks Strategy officer will engage with Staines ward councillors to seek their views on the type of play equipment which may be needed within this area.

3. Options analysis and proposal

3.1 As the local Planning Authority have specified via a legally binding S106 Agreement that the funding was to be allocated in full to this play areas there are no options to spend the funding elsewhere in the borough. It should be noted that in accordance with the agreement this money must be spent on this project by December 2027.

4. Financial management comments

4.1 This funding has already been made available and there are no additional financial implications for the borough.

4.2 This play area is already in existence and is therefore already budgeted for in terms of insurance, on-going maintenance, and repairs.

5. Risk management comments.

5.1 The procurement exercise will ensure that the proposals for each area come in within the budget parameters.

5.2 The funding has already been received and there are no financial risk issues.

5.3 Following the correct procedure will ensure that we get best value from the potential suppliers.

6. Procurement comments

6.1 The procurement team will support the project and the tendering exercise for a suitable contractor to meet the project requirements and ensure value for money is achieved from a compliant tender process.

6.2 The value of the works is well below the threshold at which the Public Contracts Regulations 2015 apply. For this value of works a tender with a minimum of three contractors is required in accordance with Contract Standing orders

7. Legal comments

7.1 Appropriate legal documentation will be drawn up by Legal Services, as required by Contract Standing Orders.

8. Other considerations

8.1 The refurbishment of this play facility will provide equipment that is interest to the older age group of children.

9. Equality and Diversity

9.1 The equipment within the play areas is freely accessible to all members of the community falling within the desired age group, consideration for inclusive play and the Disability Discrimination Act (DDA) regulations will be considered during the tender evaluation stages.

10. Sustainability/Climate Change Implications

10.1 Environmentally sustainable procurement is the commissioning, purchase, and management of goods, works and services in a way that reduces or negates negative environmental impacts within the supply chain. The evaluation of tenders received will consider four interconnected focus areas of environmentally sustainable procurement being: -

- Climate Change mitigation and adaptation.
- Prevention of pollution.
- Sustainable resource use and consumption; and protection and restoration of biodiversity.

11. Timetable for implementation

11.1 It is anticipated that the tender exercise will commence in October 2024 with installation in late 2024 or early 2025.

12. Contact

12.1 Jackie Taylor Group Head Neighbourhood Services

Background papers: There are none.

Appendices: There are none

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Environment and Sustainability Committee



17 September 2024

Title	Response to government open consultation on changes to the National Planning Policy Framework (NPPF) and the planning system
Purpose of the report	To make a decision
Report Author	Martin Horn, Senior Planning Officer (Strategic Planning)
Ward(s) Affected	All Wards
Exempt	No
Exemption Reason	N/A
Corporate Priority	Community Addressing Housing Need Environment.
Recommendations	<p>Committee is asked to:</p> <ol style="list-style-type: none"> 1. Approve the submission of Spelthorne BC’s response to the Government’s open consultation of changes to the National Planning Policy Framework (NPPF) and the planning system. 2. Give delegated authority to the Group Head Place, Protection and Prosperity in consultation with the chair of E&S committee to make any final amendments to the consultation response before it is submitted.
Reason for Recommendation	The changes to the NPPF and the planning system as proposed by the Government is likely to have a great impact on how planning is conducted nationally, and this in turn will have impacts on the built environment of Spelthorne.

1. Summary of the report

What is the situation	Why we want to do something
<ul style="list-style-type: none"> We have been consulted by government on changes to the planning system and its chief policy document the NPPF. 	<ul style="list-style-type: none"> We want to feedback on the proposals to help shape the future of planning.
This is what we want to do about it	These are the next steps

<ul style="list-style-type: none"> We want to submit a response covering a proposal consisting of a wide range of matters, and to express our view on these proposals as a council. 	<ul style="list-style-type: none"> Response to be formally submitted to government prior to the deadline of 11.45 pm on 24th September.
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1.1 This report presents the proposed response to the consultation on the revised NPPF, and to seeks member approval for submission to government.

2. Key issues

2.1 The new Labour government has acted very quickly to set out some significant changes to the National Planning Policy Framework (NPPF) in order to “fix the foundations of our housing system”. It forms part of a more comprehensive package of measures which will come forward in the autumn with a Planning and Infrastructure Bill and a long-term housing strategy alongside the Spending Review. These changes may impact on the way we deliver services across the Council in the future.

2.2 **Appendix 1** is the letter which all Councils received from the Deputy Prime Minister Angela Raynor MP on 30th July 2024. It sets out very clearly the level of ambition and is an easy-to-read summary of the detailed technical changes that we are being consulted on. It will assist councillors in understanding the responses that we are proposing.

2.3 Below follows a summary of the key positions on the proposed changes that are set out within the full response:

2.4 **Planning for the homes we need:** proposed amendments to paragraph 1 and 60 of the NPPF clarifies that plans should as a starting point plan for an area’s entire housing need. This provides more clarity as to what amount of housing should be planned for, but the response is critical of the logic that increased housing targets automatically leads to increased housing delivery without addressing the conflicting incentives of planning authorities and for-profit developers.

2.5 **Design codes:** the response expresses a pragmatic view of both understanding the benefits of the proposed new focus for design codes to focus on smaller areas, whilst at the same time seeing the benefits of more strategically oriented area-wide design codes.

2.6 **Strategic planning:** the response questions the soundness of the approach of, in the short-term prior to strategic planning being fully implemented, sharing unmet needs with neighbouring planning authorities. The reality is that development need often functions on a different spatial level than authority boundaries. It is proposed that need should be shared within Housing Market Areas (for housing) and Functional Economic Market Areas (for commercial development).

2.7 **New standard method:** the response agrees that it does not constitute sound planning to assess housing need based on growth projections that are more than ten years old. It does, however, set out that the proposed new method of basing housing need on existing housing stock is coarse and does not take into account different rates of growth in different parts of the country. It also sets out that the 20% increase in housing numbers that Spelthorne

would be facing as a result of the stock-derived method and the increased affordability uplift would be an immense challenge for a constrained borough such as ours.

- 2.8 **Green belt release:** support is set out for a strategic approach to Green Belt release in favour of our current haphazard method but acknowledges that we do not yet have the full details on how the strategic planning tier will function. There has been no strategic review of the Green Belt since the mid-1900s, and a stronger focus on the actual function of the Green Belt and its purposes is preferable to the current consideration of if the land is Green Belt or not regardless of its quality.

3. Options analysis and proposal

Option 1 – agree the suggested response to government (recommended)

- 3.1 This will ensure government are fully aware of our views and is the only way we might be able to influence or change those areas which we feel need improving, changing or where there are omissions.

Option 2 – do not respond to the consultation

- 3.2 We will be passing up the opportunity to make our views known to government and would be failing in our public duty to represent the views of our residents and communities.

Option 3 – suggest revisions or amendments to the suggested response

- 3.3 It is open to the committee to decide if there are areas of the response that need more focus or where a more decisive comment needs to be given. There may also be areas which the revise NPPF does not cover which the committee wish to specifically draw to the attention of government.

4. Financial management comments

- 4.1 If fully implemented, the NPPF would allow the Council to recover higher fees for householder applications. This will help in reducing the shortfall between the planning application fee and the cost of the development management service. However, we will not reach full cost recovery.

5. Risk management comments

- 5.1 If we do not respond to the consultation we cannot be clear to our residents and communities what our views are, and cannot use it to lobby government to get amendments where required.

6. Procurement comments

- 6.1 There are no procurement implications arising from this report

7. Legal comments

- 7.1 There are no legal implications arising from this report

8. Other considerations

- 8.1 Depending on feedback, the government may or may not make any further amendments to the NPPF. If it remains substantially unaltered, then it will result in an increased housing requirement, and a greater prospect that we may be required to look at possible future grey and green belt release for future Local Plans.

9. Equality and Diversity

9.1 There are no equality and diversity implications arising from this report

10. Sustainability/Climate Change Implications

10.1 The revised NPPF is looking to secure enhanced benefits for nature and public access, and Local Nature Recovery Strategies.

11. Timetable for implementation

11.1 Response to be formally submitted to government prior to the deadline of 11.45 pm on 24th September. There is no date for the publication of the NPPF in its final form.

12. Contact

12.1 Martin Horn, Senior Planning Officer – m.horn@spelthorne.gov.uk

Please submit any material questions to the Committee Chair and Officer Contact by two days in advance of the meeting.

Background papers: There are none.

Appendices:

Appendix 1 – Letter from Deputy Prime Minister Angela Rayner MP

Appendix 2 – Draft SBC Response to Government consultation on NPPF amendments 2024



Ministry of Housing, Communities & Local Government

Rt Hon Angela Rayner MP

*Deputy Prime Minister and Secretary of State for
Housing, Communities & Local Government*
2 Marsham Street
London
SW1P 4DF

To: all local authority Leaders in England
Cc: all local authority Chief Executives in
England

30 July 2024

Playing your part in building the homes we need

Earlier today, I set out to the House of Commons the Government's plan to build the homes this country so desperately needs. Our plan is ambitious, it is radical, and I know it will not be without controversy – but as the Prime Minister said on the steps of Downing Street, our work is urgent, and in few areas is that urgency starker than in housing.

As the Leaders and Chief Executives of England's local authorities, you know how dire the situation has become and the depth of the housing crisis in which we find ourselves as a nation. You see it as you place record numbers of homeless children in temporary accommodation; as you grapple with waiting lists for social housing getting longer and longer; and as your younger residents are priced out of home ownership.

It is because of this I know that, like every member of the Government, you will feel not just a professional responsibility but a moral obligation to see more homes built. To take the tough choices necessary to fix the foundations of our housing system. And we will only succeed in this shared mission if we work together – because it falls to you and your authorities not only to plan for the houses we need, but also to deliver the affordable and social housing that can provide working families with a route to a secure home.

To that end, and in a spirit of collaboration and of shared endeavour, I wanted to set out the principal elements of our plan – including what you can expect of the Government, and what we are asking of you.

Universal coverage of local plans

I believe strongly in the plan making system. It is the right way to plan for growth and environmental enhancement, ensuring local leaders and their communities come together to agree the future of their areas. Once in place, and kept up to date, local plans provide the stability and certainty that local people and developers want to see our planning system deliver. In the absence of a plan, development will come forward on a piecemeal basis, with much less public engagement and fewer guarantees that it is the best outcome for your communities.

That is why **our goal has to be for universal coverage of ambitious local plans as quickly as possible**. I would therefore like to draw your attention to the proposed timelines for plan-making set out in Chapter 12 of the National Planning Policy Framework (NPPF) consultation. My objective is to drive all plans to adoption as fast as possible, with the goal of achieving universal plan coverage in this Parliament, while making sure that these plans are sufficiently ambitious.

This will of course mean different things for different authorities.

- For **plans at examination** this means allowing them to continue, although where there is a significant gap between the plan and the new local housing need figure, we will expect authorities to begin a plan immediately in the new system.
- For **plans at an advanced stage of preparation** (Regulation 19), it means allowing them to continue to examination unless there is a significant gap between the plan and the new local housing need figure, in which case we propose to ask authorities to rework their plans to take account of the higher figure.
- **Areas at an earlier stage of plan development**, should prepare plans against the revised version of the National Planning Policy Framework and progress as quickly as possible.

I understand that will delay the adoption of some plans, but I want to balance keeping plans flowing to adoption with making sure they plan for sufficient housing. I also know that going back and increasing housing numbers will create additional work, which is why we will provide financial support to those authorities asked to do this. The Government is committed to taking action to ensure authorities have up-to-date local plans in place, supporting local democratic engagement with how, not if, necessary development should happen. On that basis, and while I hope the need will not arise, I will not hesitate to use my powers of intervention should it be necessary to drive progress – including taking over an authority’s plan making directly. The consultation we have published today sets out corresponding proposals to amend the local plan intervention criteria.

We will also empower Inspectors to be able to take the tough decisions they need to at examination, by being clear that they should not be devoting significant time and energy during an examination to ‘fix’ a deficient plan – in turn allowing Inspectors to focus on those plans that are capable of being found sound and can be adopted quickly.

Strategic planning

We know however that whilst planning at the local authority level is critical, it’s not enough to deliver the growth we want to see. That is why the Government was clear in the Manifesto that housing need in England cannot be met without planning for growth on a larger than local scale, and that it will be necessary to introduce effective new mechanisms for cross-boundary strategic planning.

This will play a vital role in delivering sustainable growth and addressing key spatial issues – including meeting housing needs, delivering strategic infrastructure, building the economy, and

improving climate resilience. Strategic planning will also be important in planning for local growth and Local Nature Recovery Strategies.

We will therefore take the steps necessary to enable universal coverage of strategic planning within this Parliament, which we will formalise in legislation. This model will support elected Mayors in overseeing the development and agreement of Spatial Development Strategies (SDSs) for their areas. The Government will also explore the most effective arrangements for developing SDSs outside of mayoral areas, in order that we can achieve universal coverage in England, recognising that we will need to consider both the appropriate geographies to use to cover functional economic areas, and the right democratic mechanisms for securing agreement.

Across all areas, these arrangements will encourage partnership working but we are determined to ensure that, whatever the circumstances, SDSs can be concluded and adopted. The Government will work with local leaders and the wider sector to consult on, develop and test these arrangements in the months ahead before legislation is introduced, including consideration of the capacity and capabilities needed such as geospatial data and digital tools.

While this is the right approach in the medium-term, we do not want to wait where there are opportunities to make progress now. We are therefore also taking three immediate steps.

- First, in addition to the continued operation of the duty to cooperate in the current system, we are strengthening the position in the NPPF on cooperation between authorities, in order to ensure that the right engagement is occurring on the sharing of unmet housing need and other strategic issues where plans are being progressed in the short-term.
- Second, we will work in concert with Mayoral Combined Authorities to explore extending existing powers to develop an SDS.
- Third, we intend to identify priority groupings of other authorities where strategic planning – and in particular the sharing of housing need – would provide particular benefits, and engage directly with the authorities concerned to structure and support this cooperation, using powers of intervention as and where necessary.

Housing targets

Underpinning plan making – at the strategic and local level – must be suitably ambitious housing targets. That is why we have confirmed today that we intend to **restore the standard method as the required approach for assessing housing needs and planning for homes**, and reverse the wider changes made to the NPPF in December 2023 that were detrimental to housing supply.

But simply going back to the previous position is not enough, because it failed to deliver enough homes. So, we are also consulting on **a new standard method** to ensure local plans are ambitious enough to support the Government's commitment to build 1.5 million new homes over the next five years. The new method sees a distribution that will drive growth in every corner of the country. This includes a stretching yet credible target for London, with what was previously unmet need in the capital effectively reallocated to see homes built in areas where they will be delivered. The new

method increases targets across all other regions relative to the existing one, and significantly boosts expectations across our city regions – with targets in Mayoral Combined Authority areas on average growing by more than 30%.

I want to be clear that local authorities will be **expected to make every effort to allocate land in line with their housing need as per the standard method**, noting it is possible to justify a lower housing requirement than the figure the method sets on the basis of local constraints on land and delivery, such as flood risk. Any such justification will need to be evidenced and explained through consultation and examination, and local authorities that cannot meet their development needs will have to demonstrate how they have worked with other nearby authorities to share that unmet need.

And we are also committed to making sure that **the right kind of homes are delivered through our planning system as quickly as possible**. That is why we are proposing to remove the prescriptive approach to affordable home ownership products, which can squeeze out Social and Affordable rent homes despite acute need. This will free authorities to secure more Social Rent homes, ensuring you get the homes you need in your local areas. We also want to promote the delivery of mixed use sites which can include a variety of ownership and rental tenures, including rented affordable housing and build to rent, and which provide a range of benefits – including creating diverse communities and supporting timely build out rates.

Green Belt and Grey Belt

If targets tell us what needs to be built, the next step is to make sure we are building in the right places. The first port of call is rightly brownfield land, and we have proposed some changes today to support such development.

But brownfield land can only be part of the answer, which is why we are consulting on changes that would see councils **required to review boundaries and release Green Belt land where necessary to meet unmet housing or commercial need**.

I want to be clear that this Government is committed to protecting nature. That is why land safeguarded for environmental reasons will maintain its existing protections. But we know that large parts of the Green Belt have little ecological value and are inaccessible to the public, and that the development that happens under the existing framework can be haphazard – too often lacking the affordable homes and wider infrastructure that communities need. Meanwhile, low quality parts of the Green Belt, which we have termed ‘grey belt’ and which make little contribution to Green Belt purposes, like disused car parks and industrial estates, remain undeveloped.

We will therefore ask authorities to prioritise sustainable development on previously developed land and other low quality ‘grey belt’ sites, before looking to other sustainable locations for meeting this need. We want decisions on where to release land to remain locally led, as we believe that local authorities are in the best position to judge what land within current Green Belt boundaries will be most suitable for development. But we also want to ensure enough land is identified in the planning system to meet housing and commercial need, and so we have proposed a clear route to bringing forward schemes on ‘grey belt’ land outside the plan process where delivery falls short of need.

To make sure development on the Green Belt truly benefits your communities, we are also **establishing firm golden rules**, with a target of at least 50% of the homes onsite being affordable, and a requirement that all developments are supported by the infrastructure needed – including GP surgeries, schools and transport links - as well as greater provision of accessible green space.

Growth supporting infrastructure

Building more homes is fundamental to unlocking economic growth, but we need to do so much more. That is why we are also proposing changes to make it **easier to build growth-supporting infrastructure** such as laboratories, gigafactories, data centres, electricity grid connections and the networks that support freight and logistics – and seeking views on whether we should include some of these types of projects in the Nationally Significant Infrastructure Projects regime.

Having ended the ban on onshore wind on our fourth day in office, we are also proposing to: boost the weight that planning policy gives to the benefits associated with **renewables**; bring larger scale onshore wind projects back into the Nationally Significant Infrastructure Projects regime; and change the threshold for solar development to reflect developments in solar technology. In addition, we are testing whether to bring a broader definition of water infrastructure into the scope of the Nationally Significant Infrastructure Projects regime.

And recognising the role that planning plays in the **broader needs of communities**, we are proposing a number of changes to: support new, expanded or upgraded public service infrastructure; take a vision-led approach to transport planning, challenging the now outdated default assumption of automatic traffic growth; promote healthy communities, in particular tackling the scourge of childhood obesity; and boost the provision of much needed facilities for early-years childcare and post-16 education.

Capacity and fees

I recognise that delivering on the above ambition will demand much from you and your teams, and your capacity is strained. We want to **see planning services put on a more sustainable footing**, which is why we are consulting on whether to use the Planning and Infrastructure Bill to allow local authorities to set their own fees, better reflecting local costs and reducing financial pressures on local authority budgets.

While legislative change is important, we also do not want to wait to get extra resource into planning departments – which is why I am consulting on increasing planning fees for householder applications and other applications, that for too long have been well below cost recovery. We know that we are asking a lot more of local authorities, and we are clear that this will only be possible if we find a way to give more resource.

It is also important that you are supported in the critical role you play when the infrastructure needed to kickstart economic growth and make Britain a clean energy superpower is being consented under the Nationally Significant Infrastructure Projects regime. I am therefore consulting on whether to

make provision to allow host upper and lower tier (or unitary) authorities to recover costs for relevant services provided in relation to applications, and proposed applications, for development consent.

Social and affordable housing

Overhauling our planning system is key to delivering the 1.5 million homes we have committed to build over the next five years – but it is not enough. We need to diversify supply, and I want to make sure that you have the tools and support needed to deliver quality affordable and social housing, reversing the continued decline in stock. This is vital to help you manage local pressures, including tackling and preventing homelessness.

Within the current Affordable Homes Programme (AHP), we know that particularly outside London, almost all of the funding for the 2021-2026 AHP is contractually committed. That is why I have confirmed that we will **press Homes England and the Greater London Authority (GLA) to maximise the number of Social Rent homes in allocating the remaining funding.**

The Government will also bring forward details of future Government investment in social and affordable housing at the Spending Review, so that social housing providers can plan for the future and help deliver **the biggest increase in affordable housebuilding in a generation.** We will work with Mayors and local areas to consider how funding can be used in their areas and support devolution and local growth.

In addition, I have confirmed that the Local Authority Housing Fund (LAHF) 3 will be going ahead, with £450 million provided to councils to acquire and create homes for families at risk of homelessness. This will create over 2,000 affordable homes for some of the most vulnerable families in society.

I recognise that councils and housing associations need support to build their capacity if they are to make a greater contribution to affordable housing supply. We will set out plans at the next fiscal event to **give councils and housing associations the rent stability they need** to be able to borrow and invest in both new and existing homes, while also ensuring that there are appropriate protections for both existing and future social housing tenants.

As we work to build more affordable homes, we also need to do better at maintaining our existing stock – which is why I have announced three updates on the Right to Buy scheme:

- First, we have started to review the increased Right to Buy discounts introduced in 2012, and we will bring forward secondary legislation to implement changes in the autumn;
- Second, we will review Right to Buy more widely, including looking at eligibility criteria and protections for new homes, bringing forward a consultation also in the autumn; and
- Third, we are increasing the flexibilities that apply to how councils can use their Right to Buy receipts.

With respect to the third point, from today we are removing the caps on the percentage of replacements delivered as acquisitions (which was previously 50%) and the percentage cost of a replacement home that can be funded using Right to Buy receipts (which was also previously 50%).

Councils will also now be able to combine Right to Buy receipts with section 106 contributions. These flexibilities will be in place for an initial 24 months, subject to review. My department will be writing to stock-holding local authorities with more details on the changes, and I would encourage you to make the best use of these flexibilities to maximise Right to Buy replacements and to achieve the right balance between acquisitions and new builds.

Finally, I would like to emphasise the importance of homes being decent, safe and warm. That is why this Government will introduce Awaab's Law into the social rented sector. We will set out more detail and bring forward the secondary legislation to implement this in due course. We also intend to bring forward more detail in the autumn on our plans to raise standards and strengthen residents' voices.

Next phase of reform

The action we have announced today will get us building, but as I said to the House of Commons it represents only a downpayment on our ambitions.

As announced in the King's Speech, we will introduce a Planning and Infrastructure Bill later in the first session, which will: modernise planning committees by introducing a national scheme of delegation that focuses their efforts on the applications that really matter, and places more trust in skilled professional planners to do the rest; enable local authorities to put their planning departments on a sustainable footing; further reform compulsory purchase compensation rules to ensure that what is paid to landowners is fair but not excessive; streamline the delivery process for critical infrastructure; and provide any necessary legal underpinning to ensure we can use development to fund nature recovery where currently both are stalled.

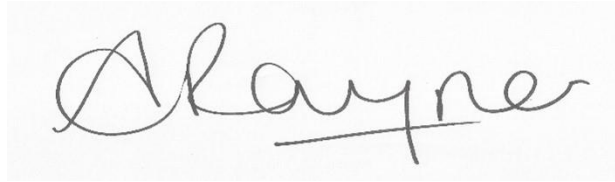
We will consult on the right approach to strategic planning, in particular how we structure arrangements outside of Mayoral Combined Authorities, considering both the right geographies and democratic mechanisms.

We will say more imminently about how we intend to deliver on our commitment to build a new generation of new towns. This will include large-scale new communities built on greenfield land and separated from other nearby settlements, but also a larger number of urban extensions and urban regeneration schemes that will work with the grain of development in any given area.

And because we know that the housing crisis cannot be fixed overnight, the Government will publish a long-term housing strategy, alongside the Spending Review, which the Chancellor announced yesterday.

We have a long way to go, but I hope today proves to be a major first step for all of us as we seek to put the housing crisis behind us. I look forward to working with you all, and am confident that together, we can achieve significant improvements that will benefit our citizens.

Yours sincerely,

A handwritten signature in black ink on a light grey background. The signature is written in a cursive style and reads "A Rayner".

RT HON ANGELA RAYNER MP

Deputy Prime Minister and Secretary of State for Housing, Communities & Local Government

9 September 2024

Dear Sir/Madam,

RE: Open consultation: Proposed reforms to the National Planning Policy Framework and other changes to the planning system

Please, see Spelthorne Borough Council's ('the Council') formal response to the Ministry of Housing, Communities and Local Government's open consultation on the proposals of reforming the National Planning Policy Framework and other changes to the planning system below.

Planning for the homes we need

The proposed amendments to paragraphs 1 and 60 make clear that plans should provide for an area's entire housing need. This provides a higher level of certainty for Local Planning Authorities, developers, and other stakeholders in terms of the amount of housing to be planned for. Whilst increased certainty is a positive, the logic underpinning this focus of providing additional housing is muddled. It should be made clear that the purpose of the planning system is to achieve sustainable development. Increased housing targets do not necessarily translate to more sustainable development or increased housing delivery, and even so, increased housing delivery only seeks to address the supply aspect of the housing crisis whilst making little effort to combat the affordability and quality dimensions¹. The Government need to address the disconnect between the incentives of the consent-granting planning authorities to address the housing requirements vis-à-vis the incentives for developers to maximise profits.

Urban uplift

Without knowing the full details of the proposed universal strategic planning model covering functional economic areas, it is difficult for Spelthorne to provide feedback on this. Unless the proposed growth distribution across urban areas takes into account local considerations, the proposed approach risks putting very heavily constrained areas which are already seeking to meet their need calculated using the standard method in full (such as Spelthorne) under significant pressure from speculative development and harmful green belt intrusion.

Design codes

The Council welcomes the strong emphasis being placed on Design Codes as a way of ensuring high quality development. Furthermore, the direction of travel indicated by the consultation, which moves the emphasis away from authority-wide coding as identified in the LURA, towards a focus on areas of growth and opportunity is positive. It is considered that this

¹ Our shared future: A TCPA White Paper for Homes and Communities (January 2024) (available at: [TCPA-White-Paper-OUR-SHARED-FUTURE_160124.pdf](#))

more specific focus on areas of change will go some way towards addressing a number of concerns both in terms of the capacity and expertise within LPA teams to deliver Design Codes and the need for codes to be clear, concise and specific to allow for effective implementation. This Council is currently developing its own Design Code following the principles of the National Model Design Code.

The definition of sustainable development is vague and lacks a clear definition. A much more robust and descriptive definition of sustainable development would help with the creation of prescriptive Design Code requirements to ensure that development on Green Belt and grey belt sites is made sustainable and is of high design quality.

Character and density

The density of development and local character are key considerations in place-making. Development out of keeping with its surroundings are especially likely to attract objections from residents. Whilst it is acknowledged there is a need to more efficiently utilise land, we believe this must be done without abandoning the requirement for development to be in keeping with its locality.

Building a modern economy

The Council supports the ambition to help drive a modernised economy by emphasising the importance of laboratories, battery cell manufacturing plants (commonly known as 'gigafactories'), digital infrastructure, and freight and logistics. The proposed updates to existing paragraphs 86b and 87 of the existing NPPF would result in a need for strategic plans to identify the needs of a modern economy. This is generally a sensible proposal, but further emphasis must be placed on how this type of development can be accommodated without causing undue harm to the environment and wildlife, heritage, landscape, the amenity of residents, the highway network or any other material planning considerations. It is important that these types of developments are directed in the right locations to ensure their negative impacts are minimised.

Laboratories and digital infrastructure such as data centres require large amounts of power to operate. Planning policy should be strengthened to ensure that any new development should be net zero emission and apply the principles of the three R's for environmental sustainability, namely: reduce, reuse, and recycle. High-standard buildings can help reduce power requirements, and by-products such as heat generated by data centres should, where possible, be reused (i.e. for heating on-site or elsewhere).

Restoring the 5-year Housing Land Supply (5YHLS)

It is agreed that requiring the demonstration of 5 years of housing supply even with an adopted local plan would present a more accurate figure of deliverable sites. A local plan does not respond to shifts in markets and trends that may occur during its 10–15-year lifespan. This proposal would, however, put a very considerable strain on local planning authorities that

already struggle with under resourcing. This has to be recognised with additional funding to ensure delivery.

Maintaining effective co-operation and the move to strategic planning

The proposed short-term approach of 'sharing' unmet development needs with neighbouring planning authorities runs a risk of functioning on a different spatial level than development itself; for instance, two neighbouring authorities can be part of two or more separate Housing Market Areas or Functional Economic Market Areas. The right development needs to happen in the right place.

Planning on a higher strategic tier would be welcomed by the Council. In two-tier areas there is limited alignment between local plans, and it is hoped that these proposals will help align local plans with each other as well as with Local Nature Recovery Strategies and Local Transport Plans. This will lead to more efficient planning which will translate into better outcomes for the residents of both our borough and the wider area. Consideration should be given to opportunities for sharing unmet need across wider geographical areas (sub-regional) so that areas that want to grow can be allowed to do so. It is acknowledged that the geographic division of this new strategic tier of planning will function on is not yet known, nor is the character of the Spatial Development Strategies covering non-mayoral areas. The Council would be grateful to receive clarification on this as soon as reasonably practicable.

A new Standard Method for assessing housing needs

It is agreed that using population growth projections from 2014 to plan in 2024 is not a sound approach. This does not, however, mean that planning for development in proportion to the projected growth of the population is a fundamentally unsound approach. Rather, instead of locking in the 2014 projections for all plans there should be a requirement for plans to utilise the most up to date projections at the point of submission of the plan for examination. By using the proposed housing stock-derived method there is a risk of putting the cart before the horse. It is seemingly based on an assumption that all parts of the country are growing at the same pace relative to their size, whereas the reality is different parts of the country grow at different paces.

This stock-derived method and the proposed increased affordability uplift would result in a 20% increase compared to the currently calculated local housing need in the Spelthorne Local Plan. This results in a significant increase in housing in Spelthorne, which is a borough that is very highly constrained by both fluvial and groundwater flood risk, and Green Belt alike. This will pose an immense challenge for us, and we object to this approach. Rather, we would prefer to see a housing need calculation based on up-to-date growth projection data.

This proposed approach to adjusting for affordability would increase the housing requirements for less affordable areas, but the allocation of housing numbers from Local Planning Authorities does not necessarily lead to an increase in housing delivery. On average, 90,000 more permissions have been granted than houses have been delivered annually over the last

decade.² If this government is truly intending to combat the housing crisis it needs to create and support mechanisms for delivery.

The lack of affordable homes is not solely caused by an imbalance between supply and demand for new homes. There is also a decades long trend of not providing enough socially rented (i.e. truly affordable housing where rent is based on local incomes) to support our population.

Brownfield, grey belt and the Green Belt

The proposed changes set out in paragraph 124c as a first step towards brownfield passports provides a strong policy base for stakeholders that brownfield sites are able to be developed that this should be the starting point before considering other sites that may be less appropriate, including green belt sites.

The proposed amendments to paragraph 154g of the current NPPF would provide clarity on a policy basis that it is necessary to demonstrate 'substantial' harm in order to resist harmful development on PDL.

The Council suggests adding policy wording to prevent the deliberate ruination of land over a period of time to meet the PDL definition.

The definition of grey belt land as set out in the glossary should separate out the 'other parcels of land' aspect to prevent the deliberate degradation of land. The definition in regard to PDL is supported.

The proposed guidance relating to appropriate considerations for determining whether land makes a limited contribution to Green Belt purposes does not set out appropriate and clearly defined considerations, rendering the document being used as a 'free-for-all'.

The role of Local Nature Recovery Strategies in identifying areas of the Green Belt to be enhanced

The Local Nature Recovery Strategy is a spatial strategy with the aim to enhance and improve nature whilst providing other environmental benefits. These are positive and collaborative strategies in that they allow for multiple bodies to identify particular areas within their boroughs that could also enhance areas of nature including on Green Belt land. The preparation of this strategy could be used to agree priorities for nature's recovery in the borough, including on Green Belt land to ensure that the most valuable areas are protected and that the areas that are of lower value but of potential nature recovery can be enhanced and retained. The strategies would play a vital role, as Local Planning Authorities could use this to map out areas which could be used to enhance valuable habitat and biodiversity within Green Belt sites, which would also be beneficial for Biodiversity Net Gain for future applications. Local Planning Authorities

² Our shared future: A TCPA White Paper for Homes and Communities (January 2024) (available at: [TCPA-White-Paper-OUR-SHARED-FUTURE_160124.pdf](#))

can certainly aid in identifying these areas with a greater objective to help restore and preserve our Green Belt, and more precisely assist with biodiversity conservation, habitat restoration, climate regulation, and maintaining public access to high quality green open space. This all contributes to the overall aim of protecting Green Belt land.

Green Belt release

The proposed approach to Green Belt release that is strategic in scope in favour of the current approach of Green Belt release in cases of “exceptional circumstances” would be welcomed. This pragmatic approach would provide more certainty to stakeholders and would ensure that focus is on the functional performance of the Green Belt, rather than the legacy designation of the Green Belt which has since changed form but has not undergone strategic review. The Council expects that this will be conducted through the proposed new strategic planning tier, however, from the information presented this is not entirely clear. The Council would be grateful to receive clarification on how this is expected to function as soon as reasonably practicable.

Whilst the prioritisation of Previously Developed Land (PDL) in the Green Belt (or ‘grey belt’ land) is seemingly a sound policy, it is blind to those sites PDL sites that are making a robust contribution to the five purposes of the Green Belt. These sites would still benefit from the protections afforded them in paragraphs 154c, 154d and 154g of the current NPPF. For instance, a car park in the Green Belt would still preserve a degree of openness that other development might not. For these reasons it is considered that the land’s contribution towards the five purposes should be the primary consideration, and the land’s brownfield status should be secondary to this.

The assumption that all previously developed land in the Green Belt is located in sustainable locations is inaccurate. With the proposed prioritisation of PDL in the Green Belt there is a risk non-sustainable development will have to be approved. It is not clear if the LPA or the developers will be required to make these sites sustainable, nor where the funding for this would come from.

Golden rules to ensure public benefit

The proposed golden rules to ensure public benefit are welcomed. The Council would welcome even stronger wording around the provision of Social Rent as a proportion of the affordable housing to be delivered. Within Spelthorne, affordable is simply not affordable for the majority of our residents. As proposed, “an appropriate proportion” does not clearly set out what should be required. More robust and specific wording would be helpful to Local Planning Authorities in consenting socially rented dwellings which in turn will help alleviate the housing crisis.

The proposal to secure benefits for nature and public access to green space in cases of Green Belt development is generally supported. It is, however, not clear why these requirements should not apply to all development proposals for housing. Improved access to green space is not only a concern in the Green Belt, but also in other areas too.

Delivering affordable housing

The proposal to require housing needs assessments to consider Social Rent needs is strongly supported. There is a severe shortage of genuinely affordable housing options in Spelthorne, and this is one of the main drivers of the housing crisis.

The definition of affordable housing as being housing that is at least 20% below market rent is not feasible in the South of England. With the inflated housing market prices, 20% can not be considered genuinely affordable. This should be redefined to consider providing a realistic rental level for high rent areas or the Government needs to provide funding to cover the disparity in what those in need can actually afford.

It is not clear from what has been presented what the policy promoting developments that have a mix of tenures and types would entail. As such, we cannot comment on this proposal.

The proposed amendment to paragraph 115 uses the term 'Significant amounts of movement'. This is a vague term. Travel Plans have not evolved since their introduction and rarely offer tangible benefits to modal choice. The cost of producing, reviewing and monitoring these could be better spent on the provision or the subsidising of local services.

The removal of the requirement to deliver 10% of housing on major sites as affordable home ownership is supported by the Council. Affordable home ownership is preferred by the industry because of financing arrangements, but it does not help the people that are most in need.

Changes to planning application fees

Planning application fees only cover part of the cost of the Planning Development Management Service. The proposed increase of the householder planning applications by £270 is to be welcomed to assist in cost recovery of the service.

The time and costs associated with dealing with s.73 applications and other amendment applications can be considerable, particularly on major applications. The current fee is inadequate, and we would suggest consideration be given to a proportionate approach that recognises this, and that a fee can be levied as a percentage of the original application fee as opposed to a flat rate fee. A similar approach should be adopted for all amendment applications.

Change of use applications can also be complex and the current flat rate fee does not reflect this. Thought should be given to a graded approach.

Prior approval applications attract a flat rate. These can also be complex, and the current flat rate fee does not reflect this. Thought should be given to a graded approach.

Outline applications often come with full details and most of the technical reports required. Often, the only reason the applications have been submitted in outline is because of the fee

differential and frequently only landscaping is reserved. This is being used as a loophole to save on planning fees. There are several problems with this approach: the application fee can be, for example £5,000 for an outline application whereas a detailed application for the same scheme could be £35,000. The documents with an outline application can be quite complex and often specialist advice is needed for which the Council needs to pay. If there is an appeal, the cost and work involved dwarfs the application fee. A possible mechanism to deal with this is to adjust fees for Outline and reserved matters applications. If outline fees were set at 80% of full fees, and reserved matters set at 40% of full fees, then the submission of outline applications would be significantly discouraged in favour of more detailed schemes, particularly on things like blocks of flats or smaller major applications. The fee saving from the current practice of submitting detailed outlines rather than full applications would be negligible, so outlines would only be submitted where they were genuinely required or on larger schemes.

For Discharge of condition applications, a fee per condition, not per application, should be imposed. For Certificates of existing lawfulness, the existing fee should be doubled, as these take up a lot of officer time and can be quite complex. For applications for listed building consent and for tree preservation area works applications there is no fee, but the assessment required by the LPA is highly technical and consultant advice is required.

We would support local planning authorities setting their own planning fees. Our preferred model for localisation of planning fees is Local Variation; maintaining a nationally set default fee and giving local planning authorities (LPAs) the option to set all or some of their fees locally. This would set a national minimum fee to aid transparency and will enable LPAs to justify an increase above the default fee.

It is considered that planning fees should be increased beyond recovery to assist in supporting the cost of planning enforcement. This service is crucial to the integrity of planning but receives very little income, except fees associated with retrospective planning applications. The previous government mooted a proposal for retrospective planning applications to be doubled but this was never carried forward. This was a positive proposal and should be re-considered. The additional fees beyond recovery should also assist Environmental Health teams who are important consultees on several aspects of planning (e.g., contamination and air quality) but do not receive a fee income for this work.

Officers spend time on preparing for, and attending court cases, especially on planning enforcement. When presenting fees to the court, they are charged by the hour based on the officer's salary. However, this does not cover the on-costs associated with each officer and should be based on a default fee with the ability to increase locally.

Officers have been dealing with a large DCO proposal in the borough, (The River Thames scheme). This has taken up a huge amount of officer time, but we will not receive a planning application fee when it is submitted early 2025. The main work has been undertaken by the Development Management officers but several officers from other services within the Council have spent and are continuing to spend time on this proposal. These officers should be able to charge an hourly time fee.

The future of planning policy and plan making

It is proposed that the gap between the Local Housing Need (LHN) figure and the emerging housing requirement is too big for a plan to continue with examination if it exceeds 200 dwellings per annum. Consideration should instead be given to have a figure derived as a proportion of the LHN figure. The strict 200 dwellings per annum limit will be proportionally more onerous to planning authorities with a higher LHN figure. The additional time for submission of plans to be examined under the 2004 Act system is welcomed.

Omissions from the NPPF

Spelthorne has a particular challenge with ground water flooding which affects residents during even low-level flooding events. Shallow aquifers are particularly susceptible to exacerbate groundwater flooding, especially in instances where new building foundations and basements displace the groundwater within the aquifers. In instances where groundwater flooding is prevalent, it is important to consider the impact of the redirecting of surface water into the ground by Sustainable Drainage Systems, as this could potentially aggravate the groundwater flooding issue. Instead, consideration should be given to how surface water can be stored or be allowed to evaporate away. These issues around groundwater flooding are not issues unique to our borough, and they are likely to increase in severity due to climate change and the increased frequency of flooding. The NPPF needs to address these matters with some clear, definitive guidance on how this should be dealt with when developing Local Plans. A national development management policy on the matter would be most helpful.

Yours sincerely,

Martin Horn - Senior Planning Officer (Strategic Planning)
On behalf of Spelthorne Borough Council

Environmental and Sustainability Committee



17th of September 2024

Title	Green Initiatives Fund Bid – Electric Vehicle Charging
Purpose of the report	To make a decision
Report Author	Tim Snook Sustainability and Flood Risk Officer.
Ward(s) Affected	All Wards
Exempt	No
Exemption Reason	N/A
Corporate Priority	Environment
Recommendations	<p>Committee is asked to:</p> <p>Consider the request for funding of £7,787.38 to offset the already spent cost of the provision sufficient electric vehicle (EV) charging to enable operation of the Council’s electric fleet. Additionally, to enable staff access to reliable workplace EV charge points. This is a retroactive request due to the operational significance of rectifying the issue as soon as possible.</p>
Reason for Recommendation	Decisions need to be made by the Committee following consideration of the bid by the Climate Change Working Group.

1. Summary of the report

What is the situation	Why we want to do something
<ul style="list-style-type: none"> The committee is asked to consider the funding application for green initiatives funding concerning a project to reduce material output and cut carbon. 	<ul style="list-style-type: none"> To reduce the carbon emissions associated with the inefficient current charge point back-end operator. The existing charge points were rendered inoperable by the previous back-end system.
This is what we want to do about it	These are the next steps
<ul style="list-style-type: none"> Approve the green initiatives funding to provision sufficient electric vehicle (EV) charging to 	<ul style="list-style-type: none"> Utilising the green initiatives fund, actioning the proposals set out within the bid.

enable operation of the Council's electric fleet.	
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1.1 This report seeks to set out a decision on the grant of funding from an application the sustainability and climate change team, considered by the Climate Change Working Group in accordance with the Council's requirements for bids to the Green Initiatives Fund.

2. Key issues

2.1 The bid form set out the criteria that the proposed project should meet, as well as guidance on who may apply.

2.2 The work was essential in bringing the council charge points back to operational functionality.

3. Options analysis and proposal

3.1 Option 1, to agree the proposed green initiatives fund bid amounting to £7,787.38 to offset the cost changing the back-end service operator of the council electric charge points that has already been spent.

3.2 Option 2, not to agree to funding from the green initiatives fund, the implication of which will lead to an overspend of a corporate budget.

4. Financial management comments

4.1 The Council allocated £747,000 to create the Green Initiative Fund to address the Climate Emergency the Council declared in October 2020 and bids totalling £167,519 so far have been claimed, with £579,481 still to spend. An additional £66,400 has been committed but not yet spent.

4.2 The new software will reduce the costs of running Spelthorne Borough Council's fleet as there will no longer be an arbitrary and unavoidable 50p connection charge for all charging events.

4.3 The amount requested to cover the spend is £7,787.38.

5. Risk management comments.

5.1 Any proposals need take risks and mitigation measures.

6. Procurement comments

6.1 The procurement of this service was conducted under an exemption due to the time sensitivity of returning the charge points to a functional state in a timely manner.

7. Legal comments

7.1 There are no legal considerations to be taken into account.

8. Other considerations

8.1 There are other considerations.

9. Equality and Diversity

9.1 Any proposals need take account of equality and diversity and mitigation measures.

10. Sustainability/Climate Change Implications

10.1 The nature of the applications to the Green Initiatives Fund requires them to meet the criteria set out in the Bid Form.

11. Timetable for implementation

11.1 4th of May 2024 - MAT & Climate Change Working Group

11.2 17th of September 2024 – E&S Committee

11.3 September 2024 – Reallocation of funds.

12. Contact

12.1 Tim Snook, Sustainability and Flood Risk Officer –
t.snook@spelthorne.gov.uk

Background papers: There are none.

Appendices:

Appendix A - Bid form from Tim Snook – Sustainability and Flood Risk Officer.

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Spelthorne Borough Council
Requests for Funding from the
Green Initiatives Fund



Prior to making this application, please consider carefully the criteria below to the make sure you meet and evidence meeting the criteria below. If you do not meet the criteria your application will not progress to the Climate Change Working Group and Environment Sustainability Committee for consideration. If you require any further assistance with completing this form or would like to receive the form and guidance in an alternative format, please ask.

Your project must meet at least one of the following criteria:

The project ...

- a) Contributes to meeting the Council's climate change targets of meeting net zero in the Council estate or the wider Spelthorne community.
- b) Provides opportunities to create and support carbon sink initiatives within the Borough, including landscaping and more tree planting.
- c) Contributes towards reducing the carbon footprint of the Council's estate and the Borough as a whole.
- d) Develops opportunities to improve facilities for walking and cycling in the Borough to help reduce car use.
- e) Encourages more sustainable travel.
- f) Improves and encourages waste prevention and recycling.
- g) Meets Spelthorne Borough Council's objectives for the Environment in the Corporate Plan and complies with at least one of our key objectives.
- h) Contributes to developing opportunities for larger projects which address 'green' priorities within the Corporate Plan.

Applicants must ...

- i) Belong to an organisation that can prove financial stability over a period of time and not have any existing large balances not allocated.
- j) Not apply for multiple elements of financial support for the same objective. (Unless you are specifically requesting match funding.)
- k) Have clearly defined outcomes and deliverables for the funding requested.
- l) Address how they will monitor key performance indicators towards their goals and demonstrate how they have been successful in achieving them.

Contact details

Name and position	Tim Snook, Sustainability and Flood Risk Officer
Organisation	Spelthorne Borough Council
Charity CIO number (if applicable)	
Address of organisation	Council Offices, Knowle Green, Staines-upon-Thames, TW18 1XB
Location services will be provided or project will take place	Knowle green, the Depot and the Nursery
Contact phone	01784 446376
Contact email	t.snook@spelthorne.gov.uk

Your Project

Please provide information to clearly demonstrate what you wish to achieve with the funding you are applying for and how you will measure success.

Please provide as much detail as possible here including who are your stakeholders, where and how the funding will be spent. Please detail the importance of this and why you believe this funding will contribute positively to mitigating or adapting to climate change. Please refer to our Corporate Plan and aims and detail which one/s your proposal supports.

You can also submit additional information to support your application by email.

Considerations	Response
<p>Aims and Project Objectives</p> <p>Corporate Priority Alignment</p>	<p>Aims:</p> <p>To provision sufficient electric vehicle (EV) charging to enable operation of the Council's electric fleet. Additionally, enabling staff access to reliable workplace EV charge points.</p> <p>Objectives:</p> <ul style="list-style-type: none"> • To change the operator of the back-end software for our existing Council owned charge point infrastructure. • To bring the charge points to a standard which will enable operational vehicles to charge effectively.

	<ul style="list-style-type: none"> • To ensure that there is an agreement and contract in place with a reputable operator for a period of 5 years. <p>Corporate priorities: Environment and Service Delivery</p>
<p>Business justification provided and options considered including.</p> <ul style="list-style-type: none"> - Benefits, Deliverables & Objectives - High Level Financials & ROI in terms of carbon savings, wellbeing benefits, reduction in pollution, seed corn funding 	<p>The current operator of the back-end software, Genie point, is not performing to the standard needed for both current and future electric vehicle charging. There have been repeated issues with the reliance and uptime of the charge points. This includes operational vehicles being unable to charge sufficiently on council owned charge points, resorting to officers becoming reliant upon external expensive charge points.</p> <p>The change in back-end software operator will ensure that all charge points are operating more effectively. This will provide the Council with greater oversight and control of the charge points, the costs involved and any maintenance that will be undertaken.</p> <p>Due to the existing infrastructure being in place, any new operator would need to have compatible software that would not require a change in the hardware. Therefore, we were limited as to the number of operators that could service the solution. Therefore, due to the operational significance and the limited supplier group, JoJu Ltd was chosen to undertake this solution. JoJu was the only operator of the three that were approached (BP Pulse, Pod point and JoJu) to respond in a meaningful timeframe and provide a readymade solution that would work with existing infrastructure.</p> <p>The offer proposed by JoJu was a 5-year back-office setup, maintenance and licence agreement. This covers the 6 charge points currently utilised by the Council for the total of £7,787.38.</p> <p>The timeline for the implementation of this change would be a full integration scheduled for the 3rd of June. With communications to staff the month prior to this.</p>

	This switch will enable the continued reduction in emissions associated with council owned vehicles. Through a functional charging infrastructure, we can justify the existence of our electric fleet and look to improve or expand this in the future to realise further emissions savings.
How will you measure success?	The success will be measured through the implementation of the new back-end operator and bringing back to service the charge points neglected by the current operator.
Indicative Timeframes	Implementation scheduled for 3rd of June 2024
Risks	The risks are that we are unable to go ahead with the new service operator and have to remain with the current operator. Therefore, the issues we have continually experienced for the past 3 years will persist. Not demonstrating best value for The Council and affecting the operational ability of The Council's electric fleet.
Stakeholder Identification	Spelthorne Borough Council Spelthorne Borough Council Staff JoJu Ltd Geniepoint Ltd
Roles & Responsibilities	Jackie Taylor – Project Sponsor Tim Snook – Project Manager Daniel Eastwood – Project Support
Communication Plan	Communications via Spelnet to Staff, informing them to signup to the new payment portal associated with the new software a month in advance. Additionally, ensure that all operational staff are aware of the change to occur before the 3rd of June.
Amount of funding applied for from Spelthorne	£7,787.38.
Funding agreed from elsewhere	£0.00
Please identify where services will be delivered	Knowle green, the Depot and the Nursery.
How have you identified the need for carbon reduction or environmental improvements?	The identification came through the inability to ensure the operational fleet of electric vehicles are able to sufficiently charge at council charge points.

Reviewing the application

Once applications have been received, they will be reviewed to ensure that they meet the criteria.

Where applicants do not meet the criteria, they will be told that their application cannot be taken further and signposted to other potential financial support available for what you are trying to achieve.

If it is obvious that an error has been made and crucial information has mistakenly been omitted, and where we are able, we will endeavour to contact you to give you the opportunity to provide the missing information.

It is important to note that unfortunately meeting the criteria does not guarantee you will receive funding from the Green Initiatives Fund. Applications received and those evidencing that they meet our criteria will be considered by the Climate Change Working Group who will then recommend those to go to the Environment and Sustainability Committee for formal approval.

In exceptional cases we may ask you for further information or clarification during the Climate Change Working Group's consideration of your application. The Environment and Sustainability Committee has the final say. We are required to follow this process as we are using public money and need to follow due process.

The final decision and payment

The Climate Change Working Group may decide to recommend to the Environment and Sustainability Committee:

- a) That your organisation gets awarded the full amount applied for.
- b) That your organisations receive an award for a lower amount than applied for.
- c) That your organisation has been unsuccessful for the current year.

Contact details S.Muirhead s.muirhead@spelthorne.gov.uk

Appendix 1 For Non-Council Organisations the following will also be required

Financial status:

Please provide your last set of audited accounts and preferably, where possible, for the previous year. Please note that these will be treated in the **strictest confidence**, but we need to be reassured that your organisation is financially able to deliver what you are applying for. If you are unable to provide audited accounts, please contact us as a matter of urgency to discuss what you can provide and when. They can be sent securely by email or attached to the electronic application form.

Please provide details of all funding that you have applied for, for the year 2022-2023. Please include any applications you have made for funding that remain pending, along with those refused, agreed, or agreed in part. In addition, if you have been advised that an offer of match funding has been made please include that in the table below.

Other grant or applications for financial assistance for the year 2022-2023

Organisation applied for, for funding	Reason for application to Green Initiatives Fund	Application amount	Current status of application

The Aims of your organisation:

It is extremely helpful for the Committee to know about your organisation. How, why and when it was set up and for what purpose. What are your key objectives and how have these changed?

When was your organisation set up?	
If you have charity status when was it awarded?	
Why was your organisation created?	
What are you aiming to achieve?	
How do you measure success generally?	

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Environmental and Sustainability Committee



17th of September 2024

Title	GIF Bid Carbon Literacy Accreditation
Purpose of the report	To make a decision
Report Author	Gina Cook - Climate Change Officer (Projects) Tim Snook – Sustainability and Flood Risk Officer (Projects)
Ward(s) Affected	All Wards
Exempt	No
Exemption Reason	N/A
Corporate Priority	Environment Services
Recommendations	Committee is asked to: Approve the bid for funding of £2500 as set out in Appendix A relating to the application for Carbon Literacy Accreditation.
Reason for Recommendation	This bid has been submitted to and considered by the Climate Change Working Group. Approval from the Committee is required for the funding to be awarded. This aligns with our Environment corporate priority action of completing all criteria needed to become a Carbon Literate Organisation (CLO). Achieving this shows that we are serious about educating and training staff and Members about climate change and integrating it within their role to reduce emissions.

1. Summary of the report

What is the situation	Why we want to do something
<ul style="list-style-type: none"> The committee is asked to consider the application for Green Initiatives Funding concerning Spelthorne Council to become accredited as a Carbon Literate Organisation. 	<ul style="list-style-type: none"> As we strive towards our net zero ambitions, we have been training staff to become carbon literate. We are now at the milestone where we can apply to be a carbon literate organisation showing our commitment to the climate emergency. This is one of our corporate priorities under the environment strand.

This is what we want to do about it	These are the next steps
<ul style="list-style-type: none"> Secure funding to apply for bronze and silver accreditation as an organisation. 	<ul style="list-style-type: none"> Utilising the green initiatives fund, actioning the proposal set out within the bid.

- 1.1 This report seeks to set out a decision on the grant of funding from an application by the climate change and sustainability team, considered by the Climate Change Working Group in accordance with the Council's requirements for bids to the Green Initiatives Fund.
- 1.2 CLO accreditation is the visible 'badge' that showcases an organisation as committed to Carbon Literacy (CL), having a substantial number of people who are Carbon Literate, and having a commitment to support its Carbon Literate people and maintain its low carbon culture.
- 1.3 We have met all criteria needed to apply for bronze accreditation.
- 1.4 We have met the criteria of number of staff trained for silver accreditation. The additional criteria to meet silver include:
- Showing evidence our commitment to the programme (e.g. posting about our CL journey on social media, CEO/Senior member sharing their CL certificate on LinkedIn and email signatures, sharing a link of where we will be publishing our case study on the website, sharing a link of where the CLO logo will be added to the website)
 - Have integrated Carbon Literacy into the performance management and assessment systems of the organisation.
- 1.5 In line with the corporate priorities and timelines, we are aiming to complete all criteria for silver by end of Q1 2025.
- 1.6 After gaining bronze and silver accreditation, SBC can continue building on our achievements to carbon literacy and work towards the final two tiers of the accreditation, gold and platinum.
- 2. Key issues**
- 2.1 The bid form set out the criteria that the proposed project should meet, as well as guidance on who may apply.
- 3. Options analysis and proposal**
- 3.1 Option 1, to agree the proposed green initiatives fund bid amounting to £2500 to cover the cost of applying for full accreditation of both bronze and silver level.
- 3.2 Option 2, not to agree to funding.
- 4. Financial management comments**
- 4.1 The Council allocated £747,000 to create the Green Initiative Fund to address the Climate Emergency the Council declared in October 2020. The total use so far is £167,519, leaving a balance of £579,481. An additional £66,400 has been committed but not yet spent.
- 4.2 The cost for bronze accreditation is £1500. The cost of silver is £1000.

4.3 Additional funding would be required if SBC continue to pursue the higher tier accreditations, gold and platinum.

5. Risk management comments

5.1 Any proposals need take risks and mitigation measures.

6. Procurement comments

6.1 No procurement considerations to be taken into account.

7. Legal comments

7.1. The legal team will be consulted as appropriate on any documentation that may be required.

8. Other consideration

8.1. There are no other considerations.

9. Equality and Diversity

9.1. Any proposals need take account of equality and diversity and mitigation measures.

10. Sustainability/Climate Change Implications

10.1. The nature of the applications to the Green Initiatives Fund requires them to meet the criteria set out in the Bid Form.

11. Timetable for implementation

11.1. 18th June 2024: Climate Change Working Group

11.2. 17th September 2024: E&S Committee

11.3. September 2024: Apply for bronze accreditation if funding is awarded

11.4. Work towards completing and collating evidence for silver accreditation and apply end of September 2024

12. Contact

12.1. Gina Cook - Climate Change Officer (g.cook@spelthorne.gov.uk)

12.2. Tim Snook - Sustainability and Flood Risk Officer
(T.Snook@spelthorne.gov.uk)

Background papers: There are none.

Appendices:

Appendix A – GIF Bid form from Gina Cook Climate Change Officer SBC

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Spelthorne Borough Council
Requests for Funding from the
Green Initiatives Fund



Prior to making this application, please consider carefully the criteria below to the make sure you meet and evidence meeting the criteria below. If you do not meet the criteria your application will not progress to the Climate Change Working Group and Environment Sustainability Committee for consideration. If you require any further assistance with completing this form or would like to receive the form and guidance in an alternative format, please ask.

Your project must meet at least one of the following criteria:

The project ...

- a) Contributes to meeting the Council's climate change targets of meeting net zero in the Council estate or the wider Spelthorne community.
- b) Provides opportunities to create and support carbon sink initiatives within the Borough, including landscaping and more tree planting.
- c) Contributes towards reducing the carbon footprint of the Council's estate and the Borough as a whole.
- d) Develops opportunities to improve facilities for walking and cycling in the Borough to help reduce car use.
- e) Encourages more sustainable travel.
- f) Improves and encourages waste prevention and recycling.
- g) Meets Spelthorne Borough Council's objectives for the Environment in the Corporate Plan and complies with at least one of our key objectives.
- h) Contributes to developing opportunities for larger projects which address 'green' priorities within the Corporate Plan.

Applicants must ...

- i) Belong to an organisation that can prove financial stability over a period of time and not have any existing large balances not allocated.
- j) Not apply for multiple elements of financial support for the same objective. (Unless you are specifically requesting match funding.)
- k) Have clearly defined outcomes and deliverables for the funding requested.
- l) Address how they will monitor key performance indicators towards their goals and demonstrate how they have been successful in achieving them.

Contact details

Name and position	Gina Cook - Climate Change Officer
Organisation	Spelthorne Borough Council
Charity CIO number (if applicable)	N/A
Address of organisation	Council Offices, Knowle Green
Location services will be provided or project will take place	Spelthorne
Contact phone	01784 446257
Contact email	g.cook@spelthorne.gov.uk

Your Project

Please provide information to clearly demonstrate what you wish to achieve with the funding you are applying for and how you will measure success.

Please provide as much detail as possible here including who are your stakeholders, where and how the funding will be spent. Please detail the importance of this and why you believe this funding will contribute positively to mitigating or adapting to climate change. Please refer to our Corporate Plan and aims and detail which one/s your proposal supports.

You can also submit additional information to support your application by email.

Considerations	Response
<p>Aims and Project Objectives</p> <p>Corporate Priority Alignment</p>	<p>The aim is for Spelthorne Borough Council to be accredited as a Carbon Literacy Organisation (CLO) (Bronze and Silver). This is in support of the council's ongoing commitment to the climate agenda, supplementary to declaring a climate emergency in 2020, and producing a climate change strategy in 2022.</p> <p>A CLO is an organisation that has been accredited by the Carbon Literacy Project as having a substantial commitment to Carbon Literacy. CLO accreditation supports the development of a carbon literate workforce, with a substantial number of people literate and maintaining and promoting a low carbon culture. This aligns to the Environment priority in educating and training staff about climate change</p>

	<p>and their role in reducing carbon emissions across SBC.</p> <p>One of the short-term corporate goals is to become a certified carbon literate organisation. We have been working towards this accreditation since implementing the training for SBC staff.</p>
<p>Business justification provided and options considered including.</p> <ul style="list-style-type: none"> - Benefits, Deliverables & Objectives - High Level Financials & ROI in terms of carbon savings, wellbeing benefits, reduction in pollution, seed corn funding 	<p>We are now reaching milestones in our carbon literacy training journey where we can apply to become a Carbon Literate Organisation. This can be advertised to residents and the wider public to showcase our commitment to the climate emergency, and the actions we are taking internally to promote a climate conscious culture across all departments and services.</p> <p>The training requires staff to make 2 pledges, an individual and group pledge, relating to their area of work and show a reduction in carbon. The Carbon Literacy Trust estimates that savings of between 5% and 15% in carbon emissions can be regularly demonstrated by the pledges made by employees.</p> <p>In the training there is also a focus on the co-benefits that targeting carbon reduction measures can provide. For example, supporting the improvements of energy efficiency measures on financial savings and health and wellbeing, planting more trees and habitats, reduction in overall waste consumption, improvement of active travel facilities etc.</p>
<p>How will you measure success?</p>	<p>Spelthorne Borough Council will become a Carbon Literate Organisation at both Bronze and Silver levels.</p>
<p>Indicative Timeframes</p>	<p>If successful in the bid, we have already met all requirements for Bronze so can apply straight away for accreditation. We should know if we are successful by end of summer 2024.</p> <p>To achieve Silver, we must meet additional requirement, which we are currently working towards. As per the corporate plan, we are aiming to achieve Silver accreditation by 2025 latest.</p>
<p>Risks</p>	<p>Ensuring that we meet all of the criteria for both Bronze and Silver.</p>

<p>Stakeholder Identification</p>	<p>Climate change and sustainability officers working with SBC staff across all departments to achieve criteria for accreditation. E.g. Continue training staff to meet minimum certifications required, work with HR to integrate carbon literacy into performance management and assessment, work with comms to promote carbon literacy internally to staff and showcase externally on the website, bulletin and articles.</p>
<p>Roles & Responsibilities</p>	<p>Gina Cook (Climate Change officer) and Tim Snook (Sustainability and Flood Risk officer) will continue to run sessions for members of staff, assist and provide comments for pledges and send to Carbon Literacy Project to assess.</p> <p>Staff are expected to attend this mandatory training and submit their pledges after the course, in order to become carbon certified. This is needed to achieve accreditation as an organisation. Support from managers is needed for this.</p> <p>Climate Change officer will work with projects team to ensure all criteria are met to apply for both accreditations.</p> <p>The climate and sustainability team will engage will comms and HR to add in additional steps needed to achieve Silver accreditation. This includes showing a visible commitment to carbon literacy through comms, and integrate carbon literacy into performance management reviews.</p>
<p>Communication Plan</p>	<p>Climate and Sustainability Officers will continue to advertise training for staff.</p> <p>Once Bronze/Silver accreditation has been achieved we will work with the comms team to put out comms on this significant achievement.</p> <p>As part of Silver accreditation we must showcase a visible commitment to carbon literacy such as CLO logo on main (or local page) of website.</p>
<p>Amount of funding applied for from Spelthorne</p>	<p>£1500 Bronze £1000 Silver Total = £2500</p>

Funding agreed from elsewhere	None
Please identify where services will be delivered	Across Spelthorne departments within the Knowle Green Council Offices
How have you identified the need for carbon reduction or environmental improvements?	<p>As a council we declared a climate emergency in 2020, and subsequently adopted our climate change strategy in 2022. One of the actions for the strategy was to implement carbon literacy training to staff across all departments and services, to ensure that they are aware of the impacts of climate change, and also how they can make a difference in their service area.</p> <p>By pledging both an individual and group pledge, this contributes to their reduction in emissions as an employee of Spelthorne Council and the work that they do within their role.</p> <p>As we continue our training, we want to strive towards setting a good example, and becoming a Carbon Literate Organisation.</p>

Reviewing the application

Once applications have been received, they will be reviewed to ensure that they meet the criteria.

Where applicants do not meet the criteria, they will be told that their application cannot be taken further and signposted to other potential financial support available for what you are trying to achieve.

If it is obvious that an error has been made and crucial information has mistakenly been omitted, and where we are able, we will endeavour to contact you to give you the opportunity to provide the missing information.

It is important to note that unfortunately meeting the criteria does not guarantee you will receive funding from the Green Initiatives Fund. Applications received and those evidencing that they meet our criteria will be considered by the Climate Change Working Group who will then recommend those to go to the Environment and Sustainability Committee for formal approval.

In exceptional cases we may ask you for further information or clarification during the Climate Change Working Group's consideration of your application. The Environment and Sustainability Committee has the final say. We are required to follow this process as we are using public money and need to follow due process.

The final decision and payment

The Climate Change Working Group may decide to recommend to the Environment and Sustainability Committee:

- a) That your organisation gets awarded the full amount applied for.
- b) That your organisations receive an award for a lower amount than applied for.
- c) That your organisation has been unsuccessful for the current year.

Appendix 1 For Non-Council Organisations the following will also be required

Financial status:

Please provide your last set of audited accounts and preferably, where possible, for the previous year. Please note that these will be treated in the strictest confidence, but we need to be reassured that your organisation is financially able to deliver what you are applying for. If you are unable to provide audited accounts, please contact us as a matter of urgency to discuss what you can provide and when. They can be sent securely by email or attached to the electronic application form.

Please provide details of all funding that you have applied for, for the year 2022-2023. Please include any applications you have made for funding that remain pending, along with those refused, agreed, or agreed in part. In addition, if you have been advised that an offer of match funding has been made please include that in the table below.

Other grant or applications for financial assistance for the year 2022-2023

Organisation applied for, for funding	Reason for application to Green Initiatives Fund	Application amount	Current status of application

The Aims of your organisation:

It is extremely helpful for the Committee to know about your organisation. How, why and when it was set up and for what purpose. What are your key objectives and how have these changed?

When was your organisation set up?	
If you have charity status when was it awarded?	
Why was your organisation created?	
What are you aiming to achieve?	
How do you measure success generally?	

Environment and Sustainability Committee



17th September 2024

Title	Climate Change Strategy Progress Report
Purpose of the report	To approve the publication of the Climate Change Strategy Progress Report and changes to the action plan
Report Author	Gina Cook - Climate Change Officer (Projects) Tim Snook – Sustainability and Flood Risk Officer (Projects)
Ward(s) Affected	All Wards
Exempt	No
Exemption Reason	n/a
Corporate Priority	Community Resilience Environment
Recommendations	Committee is asked to: <ol style="list-style-type: none"> 1. Agree to the publication of the Climate Change Strategy Progress Report 2. Approve the changes to the Climate Change Strategy action plan
Reason for Recommendation	As we move towards the 2030 net zero target the council made, it is important that the Council shows its progress in reaching the actions set out in the 2022 Climate Change Strategy Action Plan. It is also important to review the actions to make any changes, additions and removals.

1. Summary of the report

What is the situation	Why we want to do something
<ul style="list-style-type: none"> • Spelthorne Borough Council declared a Climate Emergency in October 2020, which led to a Climate Change Strategy which was published in 2022. • It has been 2 years since publication and as we move towards our 2030 net zero target, 	<ul style="list-style-type: none"> • Since publication of the strategy, we have been working towards achieving some of the actions set. • It is important to review this document as external factors will continue to influence the actions, we set ourselves.

we need to review the strategy and report on progress.	<ul style="list-style-type: none"> It is important to hold ourselves accountable and be transparent in our journey to reaching net zero.
This is what we want to do about it	These are the next steps
<ul style="list-style-type: none"> Publish a strategy progress report which will be shared both internally and on our website for residents. Issue an updated action plan as part of this review to reflect prioritisation within the strategy. 	<ul style="list-style-type: none"> Gain approval to publish a progress report on our actions within the strategy and for amendments made to the action plan within the report Work with communications to create a finalised public facing document Publish the 2-year update report

2. Key issues

- 2.1 The Council declared a Climate Emergency in 2020, and a subsequent Climate Change Strategy was adopted in September 2022, to affirm the serious nature that climate change poses and not just a global issue, but one that can affect residents within the borough.
- 2.2 There are 9 key themes within the strategy and 72 actions within them. As the Council progresses closer to the 2030 net zero target, it is important to assess and review where the Council is, where needs further consideration and be transparent on the journey to achieving this target.
- 2.3 The Progress Report and Action Plan are attached at **Appendix A and B.**
- 2.4 8 actions are complete, 51 actions are ongoing, 6 actions are being explored and 7 actions have not yet started. There has been good progress made on several actions in the past 2 years.
- 2.5 Some of the key successes include delivering carbon literacy training to at least 25% of staff, completed 98% of EPC surveys for all council sites in the commercial portfolio (ahead of 2026 target), EV strategy adopted, Climate Change Supplementary Planning Document adopted, working with SMEs to identify carbon and financial savings, on track to complete the first wet and dry Passivhaus accredited leisure facility and an overall decrease in scope 2 emissions. Documented successes are detailed in **Appendix A and Appendix B.**
- 2.6 Areas that are among the biggest contributors to our scope 1 and 2 emissions need additional work. There has been an increase in scope 1 emissions (fleet and gas use). It will take longer to implement these associated actions due to the scale and cost, such as changing heating systems of our assets to renewable sources and moving the council fleet over to electric. However, they are high priority actions, and it is vital that plans are put in place to make sure they are achieved by the 2030 target.
- 2.7 11 actions are proposed to be removed in the updated Action Plan due to completion or amendments. Changes can be seen in **Appendix B.**

- 2.8 The Climate Change Strategy is co-ordinated and monitored by the Climate Change Officer. The action plan and projects to achieve the Council's Strategic Objectives are owned and delivered by all service areas across the Council.
- 2.9 Any further details regarding the 2022 Action Plan and Strategy can be found in the initial report taken to Environmental and Sustainability Committee on 6 September 2022.
- 2.10 The progress report has been discussed with the Climate Change Working Group ahead of this Committee.

3. Options analysis and proposal

- 3.1 **Option 1:** For the Committee to approve publication of the Climate Change Strategy Progress Report and the changes within the Action Plan (recommended option).
- 3.2 **Option 2:** For the Committee to reject the publication of the Climate Change Strategy Progress Report and the changes within the Action Plan.
- 3.3 **Option 3:** For the Committee to approve only one of the two recommendations.

4. Financial implications

- 4.1 There are no financial implications from this report, though the delivery of the actions will require in many cases funding which is sought at the time of project development.

5. Risk considerations

- 5.1 As we get closer to the 2030 net zero deadline, we will need to continuously reassess the likelihood of us reaching this target. Therefore, without continuous reflection we risk renegeing on our commitments to reach net zero by 2030 and address the climate emergency.
- 5.2 The Council will continue to experience the impacts of climate change and will likely face new threats that the Council has not yet prepared for. Recognising this risk, becoming more resilient and taking action now is important.

6. Procurement considerations

- 6.1 There are no procurement considerations at this time.

7. Legal considerations

- 7.1 The Council may use the relevant functions, powers and duties to implement climate change strategy action plan.

8. Other considerations

- 8.1 N/A

9. Equality and Diversity

- 9.1 The climate emergency and its impacts will affect all of us. However, many of the effects will be disproportionately felt by those residents and communities who are most vulnerable. It is important to be working towards achieving the actions we have set in our strategy which include working with and alongside residents across the whole borough.

10. Sustainability/Climate Change Implications

10.1 Climate Change is an intrinsic issue that we face and should be considered in every decision that we make as a Council.

11. Timetable for implementation

11.1 If approval of report content is given, the report design with communications will need to be finalised and published no later than November 2024, two years after the final design of the initial strategy was published. The Chair and Vice Chair will be consulted on the final design of the Report.

12. Contact

12.1 Gina Cook – Climate Change Officer g.cook@spelthorne.gov.uk

12.2 Tim Snook – Sustainability and Flood Risk Officer t.snook@spelthorne.gov.uk

Background papers:

There are none.

Appendices:

Appendix A - Climate Change Strategy Progress Report 2024

Appendix B – Updated Action Plan 2024

Spelthorne Borough Council Climate Change Strategy Progress Report 2024

Key Terms

- Greenhouse Gas: GHG
- tCO₂: tonnes of CO₂
- Carbon dioxide equivalent (CO₂e): used to combine the seven most threatening gases that have the highest global warming potential
- IPCC: International Panel on Climate Change
- Scope emissions: Different categories of greenhouse gas emissions
- Net zero: In this document we are referring to Spelthorne's own target of Net Zero which includes only Scope 1 and Scope 2 emissions
- UNSDGs: The United Nations (UN) Sustainable Development Goals (SDGs) are the blueprint to achieve a better and more sustainable future. They address global challenges we face including climate change and environmental degradation, along with inequality, justice and more.

The challenge we face

The climate crisis is the biggest challenge humanity has faced in generations. Climate is the long-term (usually at least 30 years) regional or global average temperature, humidity and rainfall patterns over seasons, years or decades. Climate change is when there has been a shift in these long-term average weather patterns. Although there are natural processes that can contribute to climate change such as cyclical ocean patterns and volcanic activity, the rapid increase in the Earth's temperature since the industrial revolution is unequivocally the result of human activity and is continuing at an unprecedented rate¹. Greenhouse Gas (GHG) emissions come from different activities and sectors such as energy use, land-use change, transport, industry and manufacturing, and lifestyle and patterns of consumption. These activities have contributed to large amounts of GHGs into the atmosphere, which have built up over time, creating a blanket in the atmosphere, helping to trap more heat. This has seen an increase in global surface temperatures of over 1°C². Although 1°C may seem like a small amount of warming, even a fraction of a degree causes major changes in extremes, such as increases in the intensity and frequency of temperature and precipitation, as well as agricultural and ecological droughts³.

What is the difference between weather and climate?

Weather: Short term changes in the atmosphere, e.g. what you wear day-to-day based on the weather forecast.

¹ <https://science.nasa.gov/climate-change/what-is-climate-change/>

² https://www.ipcc.ch/report/ar6/syr/downloads/report/IPCC_AR6_SYR_SPM.pdf

³ https://www.ipcc.ch/report/ar6/wg1/downloads/report/IPCC_AR6_WGI_SPM_final.pdf

Climate: The average weather pattern over a longer period of time, e.g. what you keep in your wardrobe.

The Climate Change Committee's report "Local Authorities and the Sixth Carbon Budget", revealed that local authorities are directly responsible for between 2- 5% of a local area's emissions but influence over 33% of a local area's emissions and have many levers that can be used to deliver and influence wider local action to reduce emissions and prepare local areas for a changing climate. ⁴ Therefore, Spelthorne Borough Council has an important role in reducing the emissions of the whole of Spelthorne.

What is the difference between mitigation and adaptation?

The two fundamental challenges that we face to help address climate change are mitigation and adaptation.

- **Mitigation:** Reducing the amount of GHG emissions we release into our atmosphere, to prevent further warming of our planet. For example, reducing fossil fuels and moving to renewable energy sources.
- **Adaptation:** Adjusting to the effects of climate change, reducing the risks and impacts of the effects of climate change that we are already experiencing and those that are predicted. For example, through altering our behaviour and preparing for extreme weather events through physical measures.

We recognise the importance of both mitigating and adapting to climate change. In doing so, we must respond to the climate impacts and risks that we are already facing, and to those that will worsen in the coming years.

The United Nations Sustainable Development Goals

The United Nations and the international scientific community have identified the severe global human, environmental and economic threats that man-made climate change poses. The 2030 Agenda for Sustainable Development, adopted by all UN Member States in 2015 provides a blueprint for people and the planet now and in the future. At its heart are the 17 Sustainable Development Goals (SDGs), which are an urgent call for action by all countries in a global partnership⁵. As a council we recognise the vital role to play in achieving the SDGs, and the wider co-benefits they embed. These are reflected in our 9 themes.

Our net zero journey so far

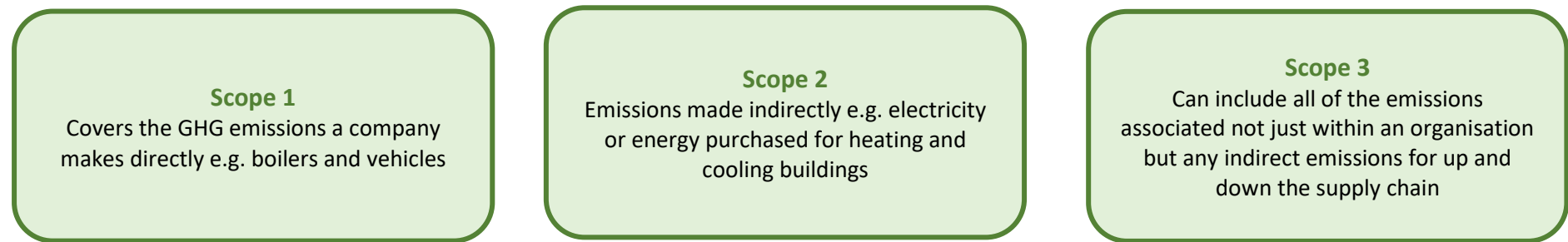
Spelthorne Borough Council declared a Climate Emergency on the 14th of October 2020, publicly prioritising our commitment to tackling the climate crisis.

⁴ <https://www.theccc.org.uk/publication/local-authorities-and-the-sixth-carbon-budget/>

⁵ <https://sdgs.un.org/goals>

The strategy, which was adopted in 2022, was in response to the council declaring the climate emergency. This is the first progress report in which we will share our journey so far as we reach milestones in the actions that we set 2 years ago. The primary objective of the strategy is to help us reach Net Zero by 2030 through Scope 1 and 2 emissions, which is in line with Surrey County Council's Greener Futures Delivery Plan.

Scope 1, 2 and 3 emissions are a way of categorising the different kind of carbon emissions created. The term first appeared in the Greenhouse Gas Protocol of 2001 and today, these scopes are the basis for mandatory GHG reporting in the UK.



Spelthorne Borough Council's target is to reach Net Zero Scope 1 and 2 emissions by 2030. Therefore, with only 6 years to go until the 2030 target, we must firstly prioritise these actions. Additionally, through the 9 key themes in the strategy we also address other key issues such as Scope 3 emissions, biodiversity, waste and more.

Spelthorne Borough Council's emissions

It is important to note that emissions are calculated as carbon dioxide equivalent (CO₂e), which is a term used to combine the seven most threatening greenhouse gases that have the highest global warming potential.

Table 1 shows our emissions for the baseline year of 2019/20 and the most recent year of recorded emissions (23/24). It is important to highlight that although electricity use has decreased, there has been an increase in both gas and vehicle emissions. The largest emissions come from our fleet, which will undoubtedly be our biggest challenge in reaching net zero by 2030. Investigations are currently ongoing to decarbonise the fleet and achieve the action which has a target year of 2029. Additionally, we are progressing work on reducing our gas and electricity consumption, by carrying out energy audits over the past 2 years, ahead of the action target year. This information will need to be used to inform future energy efficiency works.

Emissions Source	2019/20	2023/24
Council Vehicles (scope 1)	627	630
Natural Gas (scope 1)	228	353
Electricity (scope 2)	334	284
Total	1189	1266

Table 1 Carbon emissions by source for Spelthorne Borough Council's operations in 2019/20 and the most recent year 2023/24

Baseline Emissions	Over Baseline	Below Baseline
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Surrey-wide partnerships

Spelthorne Borough Council recognises the advantages to be gained from working collaboratively. Consequently, Spelthorne Borough Council have been working closely with partners at all levels of governance within Surrey, and are actively working towards adopting joint approaches where possible. We support both the Surrey County Council's Climate Change Strategy⁶ and Surrey Climate Change Adaptation and Resilience Strategy⁷.

How is the climate crisis having an impact on Spelthorne?

Climate Change impacts the whole of society. Our climate has changed and will continue to change in the future, even with efforts to cut greenhouse gas emissions. We are already experiencing the impacts from prior years, which are often felt most strongly by the most vulnerable. The past few decades have brought increasing climate risks and extreme weather events to the UK, including in Spelthorne. Some of the major impacts affecting our local areas are:

Heatwaves, drought and wildfires

- Drought: July 2022 was the driest on record in the South-East⁸.

⁶ <https://www.surreycc.gov.uk/community/climate-change/what-are-we-doing/climate-change-strategy>

⁷ <https://www.surreycc.gov.uk/community/climate-change/what-are-we-doing/adaptation-and-resilience/adaptation-strategy>

⁸ <https://www.metoffice.gov.uk/about-us/press-office/news/weather-and-climate/2022/driest-july-in-england-since-1935>

- Heat: Temperatures recently hit 40.2 at Heathrow on the hottest day on record⁹. Heatwaves are a risk to health, with many summer deaths among older people and the more vulnerable. Climate change will make hot spells more frequent and severe¹⁰.
- Wildfires: major incident declared by Surrey Fire and Rescue Service as wildfires took hold in July 2022.

Flooding, rainfall and water security

- It is projected that the intensity of rain will increase, which means how heavy the rainfall is, when it occurs. In the summer, this could increase by up to 20% and in winter by 25%.
- Flooding: due to the rising level of the Thames due to sea level rises¹¹ as well as less frequent but heavier downpours (2014 and 2024 flooding events). By 2070 it is projected that we will meet twice the threshold of rainfall exceeding 30mm per hour, which signifies a flash flood alert.
- Water security: it has been estimated that the South-East will require an extra 110 million litres of water per day over the next 35 years¹² which could affect Spelthorne's reservoirs

Food security

- Food security: Overall global warming of the planet is influencing weather patterns, causing heatwaves and droughts. This is having a detrimental knock-on effect on our food supply, with risk of crop failure, due to lack of water supplies, heat stress and increased prevalence of pests and diseases. Other extreme events such as flooding and severe storms can also damage food supplies.

Co-benefits of taking action against climate change

The Council have a duty to take action to protect Spelthorne and the wider ecosystem for future generations. This is to ensure Spelthorne is a liveable thriving borough, and there are many co-benefits to acting. These include; decreasing fuel poverty and energy bills, improving air quality and green spaces and creating access to green skill jobs. Additionally, by adapting and planning for the risks of climate change, we can reduce Spelthorne's exposure to the costs of these risks, e.g.; flood damage to buildings, infrastructure and services.

⁹ https://www.metoffice.gov.uk/binaries/content/assets/metofficegovuk/pdf/weather/learn-about/uk-past-events/interesting/2022/2022_03_july_heatwave.pdf

¹⁰ <https://www.metoffice.gov.uk/weather/climate-change/climate-change-in-the-uk>

¹¹ <https://www.open.edu/openlearn/nature-environment/environmental-studies/sea-level-rise-london-uk>

¹² <https://wrse.uk.engagementhq.com/our-regional-plan>

Our achievements so far

Over the past 2 years we have been working towards accomplishing our actions and this section highlights some of our achievements to date. A full update of our key actions, with iterations, can be found in the Appendix. We will continue to monitor our progress and provide a progress report every 2 years.

Buildings and Operation

Working towards a climate conscious culture

SDGs: 13

Carbon Literacy Training

Embedding sustainability and creating an organisational shift is an important component to ensure a climate conscious culture. We began rolling out a carbon literacy training programme, through the Carbon Literacy Project, initially for all senior staff, including our Chief Executive Daniel Mouawad. We have since been providing training to all services, with over 25% of staff now trained. All attendees must make 2 significant carbon reduction pledges, relating to their area of work. This training helps to improve understanding, fosters action and new ideas and engages staff to deliver actions in the climate strategy. We are currently working towards achieving both Bronze and Silver Carbon Literacy Accreditation as an organisation.

Reducing energy

SDGs: 7, 9, 11, 13

Energy audits and EPC surveys

As part of our commitment to reducing energy consumption in the Council's existing building stock, we are working towards improving energy efficiency, water efficiency and making low carbon and sustainable choices where possible. One of the first steps to ensuring these improvements are made is to identify the current conditions of the building stock, in relation to energy efficiency. We have completed 98% of EPC surveys for Council sites in the commercial portfolio, ahead of the target year of 2026. The next step will be to increase ratings for all properties to at least C rated. Energy audits on main Council operations and assets are also underway, with audits carried out at 9 sites.

Action Surrey

Research by the Committee on Climate Change¹³ showed that 40% of the UK's carbon emissions come from households, with almost half of these from heating. Working alongside Action Surrey¹⁴, we are able to offer grants and energy advice to residents. The Local Authority Delivery Scheme Phase 3 (LAD3)

¹³ <https://www.theccc.org.uk/>

¹⁴ <https://www.actionsurrey.org/>

for on-gas homes and the Home Upgrade Grant Phase 1 (HUG1) for off-gas homes, commenced in October 2022 and installation for the HUG1 and LAD3 phases ended in April 2023 and September 2023 retrospectively. These schemes provided a total of 58 measures worth the value of £258,971.78 for HUG1 and £174,192.08 for LAD3.

We are now working with Action Surrey to deliver HUG2 across the borough which will continue to help residents in delivering energy efficiency measures. Since this scheme has started the installs have created savings of 3.62 tonnes of CO2 from installed measures.

Key focus action points for the next 2 years

- Explore and develop renewable energy opportunities across the borough
- Achieve Silver Carbon Literacy Accreditation

Transport

UN SDGs: 3, 9, 11, 13

The transport sector contributes towards a large proportion of global GHG emissions, and this is also reflected in our internal emissions, with the fleet making up the majority of the Council's emissions. Although Surrey County Council are the highways authority within Spelthorne, we still have a responsibility to reduce the emissions that come from our own fleet, and try to influence transport within the borough.

Spelthorne's Fleet

Current Electric Vehicles

Electric fleet vehicles:

- Small Van Used for litter picking, flytips, site visits & emergencies
- Small Van Used for maintaining public toilets at parks
- 2 Medium Cars Used for Pool Car
- 2 Mopeds
- Minibus Used for Spelthorne Accessible Transport

Chargers:

- 1 dual socket chargepoint at the depot
- 1 dual socket chargepoint at the nursery
- 4 dual socket chargepoint at Knowle Green Offices

EV strategy

The uptake and transition to EV vehicles is an important component of reaching Net Zero in the transport sector. Our EV strategy¹⁵ was adopted in 2023, after being developed in response to the climate change strategy, outlining key actions to improve and develop EV infrastructure throughout the borough. There are government targets at both national and local level that encourage the uptake of EVs as a means of climate change mitigation and to improve air quality in urban environments. This strategy builds upon these ambitions in analysing and addressing specific needs depending on location and demands.

Key focus action points for the next 2 years

- Transition the council fleet to meet the net zero emissions target – preparations need to be put in place before the target year of 2029
- Work on Phase 2 and 3 of the Local Cycling and Walking Infrastructure Plan

Finance

UN SDGs: 10, 13

Ensuring sustainable procurement

The climate change and sustainability officers now sit on Procurement Board to advise any future procurement projects of how to make more sustainable choices also reviewed our procurement procedure to ensure environment and sustainability implications are considered during each stage of procurement.

ESG Policy

A policy has now been put in place to divert investment from fossil fuels and climate destructive industries towards sustainable investments. We are working towards a 2027 implementation, which is in line with the target year in the action plan.

Key focus action points for the next 2 years

- Update action to create a sustainable procurement policy and provide training for officers
- Work and partner with other local authorities, regional bodies and public sector institutions to attract investment and grant funding

Sustainable Development

UN SDGs: 3, 7, 9, 11, 12, 13

¹⁵ <https://www.spelthorne.gov.uk/article/21504/Electric-Vehicle-Infrastructure-Strategy-2023-2030>

Low carbon leisure facilities

We are in the process of completing the first ‘wet and dry’ Passivhaus accredited leisure facility in the UK, which is on track to be finished in 2024. This state-of-the-art facility uses 60% less energy than a standard leisure centre, designed to meet stringent Passivhaus criteria. Spelthorne were also successful in our bid to Sports England Funding for energy efficiency measures at Sunbury Leisure Centre, being awarded £994,883.

Integrating sustainable development into the planning process

The built environment is a major contributor towards carbon emissions, therefore has a major role to play in ensuring environmental standards are achieved and working towards meeting net zero targets. The Climate Change Supplementary Planning Document¹⁶ (SPD) was adopted in April 2024 after a consultation period of the document. This planning document is now in use and was prepared to build upon and provide detailed guidance to applicants on how to implement current and future climate related planning policy.

Planning applications will need to demonstrate how they have considered the guidance in this SPD as part of their design.

Key focus action points for the next 2 years

- Develop a Green Infrastructure strategy to support the Local Plan
- To ensure the planning development management team are suitably trained to implement the climate change SPD

Economy

UN SDGs: 8, 9, 10, 13

Supporting businesses in the net zero transition

The **LoCASE** grant funding programme has been a successful scheme for local SMEs, enabling environmental training for businesses to implement energy efficiency measures. This programme closed in December 2023 and the final data for Spelthorne was:

- 28 SMEs approved
- 23 claimed grant worth £190,580.67
- 188.03 annual tCO₂e saved

¹⁶ <https://www.spelthorne.gov.uk/SPD>

An additional programme **SustainSpelthorne**¹⁷, funded by UK Government, is now underway, helping to support businesses reduce business costs and carbon. The programme, supported by Place Support Partnership, can offer advice on futureproofing businesses, sustainable waste services and provide business energy audits.

Key focus action points for the next 2 years

- A new grant scheme will take over LoCASE, which will help continue our action of providing support to local businesses on their journey to becoming more sustainable. The **Business Decarbonisation Loan**¹⁸ will be launching for small and medium enterprises and charities, in the first week of September 2024. The first stage involves having a decarbonisation assessment, to help identify projects which will prepare businesses to apply for a loan.

Waste

SDGs: 11, 12, 13

Waste is something that as an individual we have a large part to play in reducing. One of the biggest waste products we have is food. One third of food produced for human consumption is lost or wasted¹⁹, and food production contributes to climate change and biodiversity loss.

Paper Reduction

We have introduced the Hybrid Mail service to reduce our paper based postal delivery needs. Hybrid mail assists in reducing the amount of transportation needed, with consolidated mailings meaning fewer miles driven for delivery. It also substantially reduces paper wastage, with suppliers able to manage acquisition and storage, therefore the council are reducing printing and ordering of consumables, paper and envelopes.

Food waste

One of our actions in the strategy looked at improving access to food waste services. Since publication of the strategy in 2022, we have seen an increase in tonnage of our food collection and have been improving access to the service by introducing properties where it was not previously provided, namely flats. All of our food waste goes to the anaerobic digester at Charlton Lane, where it creates electricity and inert compost, providing an additional benefit.

¹⁷ <https://sustainspelthorne.com/>

¹⁸ <https://www.surreycc.gov.uk/community/climate-change/businesses/grant-programmes/business-decarbonisation-and-green-economy-development-loan>

¹⁹ <https://www.wwf.org.uk/reduce-waste>

The Government's simpler recycling plans will see the introduction of food waste rolled out to all domestic properties by 2026 which will also support our goals of tackling both waste and climate change.

Key focus action points for the next 2 years

- To promote and support the principles of circular economy through projects such as repurposing old bikes. This project is in early discussions as part of the newly formed Coordinated Approach to Cycling group, made up from internal officers, Surrey County Council officers, community groups and councillors.

Communities

SDGS: 2, 3, 7, 10, 11, 12, 13

Climate Action at a local level

Although there is a focus on the Council's internal emissions, we also recognise the importance of community action. We have continued to work alongside community groups to deliver on the ground projects, as well as continuing to offer schemes that can help engage and promote climate action amongst our residents.

Food for our Future

Food is a major determinant of our health outcomes and is a significant contributor of GHG to our atmosphere. Around 14.5% of all GHGs globally comes from meat and dairy production²⁰. As part of the Net Zero Innovation Programme, Talking Tree, the Open University and Spelthorne Borough Council worked together on a community-led project with the purpose of facilitating discussion and engaging residents in climate projects that they would like to see activated in Spelthorne. In January 2023 with 6 workshops, and an average of 32 people in each session, the group identified community food growing and rewilding a key project to deliver.

Spelthorne Borough Council were successful in receiving grant funding from DLUC (Shared Prosperity Fund), enabling the project to progress. With the name Incredible Edible Spelthorne registered on the Incredible Edible Network²¹, multiple local growing projects have been established, with more in the process of being set up.

²⁰ www.foa.org/news/story/en/item/197623/icode/

²¹ <https://www.incredibleedible.org.uk/find-a-group/incredible-edible-spelthorne/>

The following are the initial locations for incredible edible Spelthorne:

- Staines Railway Station, Gresham Road (Staines)
- Saxon Primary School (Shepperton)
- Our Lady of the Rosary Primary School (Staines)

The aim of these spaces is to increase access to healthy, seasonal, local produce, and to educate and enhance skills. Additional measures have been integrated into sites where possible, such as planting trees, hedgerows and wildflowers to increase biodiversity. This work would not be possible without the support and on the ground work from Talking Tree volunteers, highlighting the importance of relationships with local groups.

Turning sunlight into energy

As part of our collaboration with Surrey County Council, we are continuing with our campaign Solar Together with iChoosr. Solar Together is a group buying scheme, where residents can come together with others in the community to invest in solar panels with optional battery storage and electric vehicle (EV) charge points. Solar panel systems allow clean renewable energy generation at home, reducing carbon emissions and reducing reliance on the National Grid.

Phases 1 and 2 are now complete, and we are currently working on Phase 3²².

Breakdown of PV installations by district since 2021:

# Total installations	78
# Panels installed	865
Installed CO2 reduction Kg (year 1)	62,205
Estimated CO2 Reduction Kg (25 years)	1,555,123
Total investment	£647,592

Breakdown of retrofit storage (adding storage to an existing PV installation) since 2021:

Total Paid	6
# Total installations	4
Total investment	£18,541

²² <https://solartogether.co.uk/surrey/landing>

Empowering the future generation

Each year Spelthorne runs the 'Action Speaks Louder' conference for primary school children, led by environmentalist Phil Williams. This full day workshop covers a range of topics including the climate emergency, waste, deforestation, pollution, fast fashion, food miles and more! The children are encouraged to think about the causes and impact of environmental challenges being faces around the world, and work with their peers to problem solve and present their ideas to the other schools.

"I knew the planet was in trouble, but I now know what I can do to help" Hawkedale Primary School Student 2023

"If we don't respect the world now, how do we think the world will sustain us in the future!" Primary School Student 2024

Key focus action points for the next 2 years:

- Continue to promote and provide support for residents to access energy efficiency and fuel poverty grant schemes
- Work with social housing providers to accelerate low carbon measures for social housing

Biodiversity

SDGS: 9, 11, 13, 15

The power of nature

Climate change has already altered ecosystems all around the world, which has led to a decrease in species, habitat and overall biodiversity loss. Nature can be a powerful tool for both mitigation and adaptation against climate change²³. In terms of mitigation, nature-based solutions such as restoring and protecting ecosystems, can help to absorb and store carbon from the atmosphere. By enhancing ecosystems and planting species such as trees, this can help support societies adapt to increasing climate hazards such as flooding and sea level rise, which act as a natural defence and reduce surface run off.

Managing our natural environment

We are continuing to progress with our sustainable management practices within our green and open spaces. This includes not using any herbicides on council meadows, leaving logs on site where appropriate to encourage biodiversity and have compost piles and bug hotels across the borough.

²³ <https://www.iucn.org/our-work/topic/nature-based-solutions-climate>

Biodiversity Net Gain

Earlier this year we saw the new planning requirement come in for Biodiversity Net Gain (BNG). BNG is an approach to development that leaves biodiversity in a better state than before²⁴, by requiring development to have a positive ‘net gain’ impact by at least 10%. Spelthorne is currently working towards preparing offsite habitat banks to provide units that can be secured within the borough. We have carried out biodiversity baseline surveys at 3 sites and are progressing with the Habitat Management and Monitoring Plans for those sites.

Wildflowers

Allowing wildflower meadows to prosper offers several advantages including increased diversity which attracts insects and invertebrates. Wildflowers are not only key in helping nature to thrive but can help fight against climate change by capturing and storing carbon. We have moved to a more sustainable seed mix which is 100% native and UK sourced.

- 2 new meadows at Long Lane rec and Stanwell Moor Rec
- Cedars and Hawke Park (Sunbury) were rotavated and re-seeded and are now fully in bloom

Key focus action points for the next 2 years

- **Our own Tiny Forests:** An exciting project is underway, having applied for grant funding from the Local Authority Treescape Fund to implement 3 Tiny Forests²⁵ within the borough. If successful in our bid, we will be progressing with planting these dense, fast-growing, miniature woodlands which will help connect people with nature, provide rich habitat to support urban wildlife and mitigate impacts from climate change.

Adaptation

SDGs: 9, 10, 11, 13

Flood resilience for now and the future

The River Thames Scheme (RTS), designed as a Nationally Significant Infrastructure Project, is a circa £0.75bn flood alleviation scheme protecting 11,000 homes, 1,600 businesses and roads, rail, power, and water from the worst effects of flooding with anticipated opportunities for Carbon sequestration and enhanced biodiversity. The formal consultation commenced in January 2024 with SBC officers involved across numerous departments.

²⁴ <https://cieem.net/i-am/current-projects/biodiversity-net-gain/>

²⁵ <https://tinyforest.earthwatch.org.uk/>

Collaborating with our neighbours

One of our actions to be completed by 2023 was to work with Surrey County Council and feed into their adaptation and resilience strategy²⁶, which has now been adopted. We will continue working alongside our neighbours in any opportunity that arises to help with adaptation measures cross borough. As part of our Tiny Forests bid, we have collaborated with Runneymede Borough Council. If successful in this bid, it will also work as an adaptation measure, providing shading and natural flood relief.

Key focus action points for the next 2 years

- Communicate climate risks including flood, heat, fire, and drought to residents and explain the actions they can take
- We will continue collaborating with local universities and educational institutions to understand and prepare for future climate scenarios

Working towards achieving future successes

Prioritising Actions

We will continue working towards achieving the key tasks in our action plan, which supports the Council in embracing sustainability and reaching our net zero target. With 6 years until 2030 we will need to primarily prioritise the actions that will help us achieve net zero. This progress report has identified that priorities will need to be on reducing our emissions from the fleet and our buildings, namely actions 4 and 19. If these actions are addressed potential carbon savings could be significant for reaching our net zero target.

The Climate Change Strategy is co-ordinated and monitored by the Climate Change Officers. The action plan and projects to achieve the Council's Strategic Objectives are owned and delivered by all service areas.

Gaps and challenges

To meet the challenges set out in this strategy we need considerable and consistent central government financial and policy leadership to tackle the environmental and climate crisis. Local councils are in a vulnerable position, given greater community needs after the pandemic, cost of living crisis and ongoing financial uncertainty. We will continue to maximise the use of any opportunities to bid for funding, working with key partners such as Surrey County Council and educational institutions to deliver multi-year projects.

²⁶ <https://www.surreycc.gov.uk/community/climate-change/what-are-we-doing/adaptation-and-resilience/adaptation-strategy>

The Intergovernmental Panel on Climate Change (IPCC) provide a clear endorsement of changing the social and cultural behaviours to accelerate climate action and impact. This work relies upon local governments working hand in hand with individuals, communities and businesses to shift lifestyles and decision making.

Following this review (September 2024) the climate change strategy will be reviewed on a 2 yearly basis to ensure that the council is on track to meet its net zero emission target and as an accurate record of progress towards this target. The next review will be published in the latter half of 2026.

Action Plan with updates

*Comments and amendments

Key Action		Key Task	Desired Outcome	Target	Owner	Funding (if required)	Linked strategy	Progress
Reduce the Council's emissions from buildings and operations	1.	Delivering the Climate Change Strategy and training staff to 'think green'	Deliver Carbon Literacy to staff to increase awareness of climate change/emergency. Staff will become certificated and create 2 pledges to reduce carbon emissions in the workplace	25% of staff trained by end of 2023 (complete) Amend action: Achieve Silver Accreditation by end of 2025	Climate Change Team (CCT)/Officer	£10 per staff member to come from training budget GIF for accreditation cost	Greener Futures Plan action point (52), Corporate Priority Environment Plan	First training session booked for 28 th Sept for 24 members of staff <i>31 members of staff trained, as of 26th Jan 2023 – with 11 sessions booked in until Sept</i> Bronze criteria met, evidence ready for submission (summer 2024). Amend action: Achieve Silver accreditation.
	2.	Ensure a robust reporting and monitoring progress for all SBC emissions	To be able to better monitor and understand SBC emissions including Scope 3 and reduce these Internal emission reporting through	Q4 2023 Q1 2025 (for scope 3, scope 1 and 2 are priority to meet our target)	CCO/SO/ICT Climate Change Team (CCT)			Working with Project Manager of Carbon Economics and Data at SCC on reporting process <i>Working with Corporate Document manager to create more automated monitoring</i>

			<p>KPIs, expand current reporting to all Scope 1 and 2 emissions.</p> <p>Work on including as many scope 3 emissions as possible.</p>					<p>Yearly reporting is provided to SCC alongside all other districts and boroughs. Quarterly reporting is carried out on gas and electricity internally.</p>
3.	Carry out energy audits on main Council operations buildings and assets to identify and reduce energy use	Utilise the energy audits carried out on Council buildings to inform future projects to increase energy efficiency measures across Council buildings including removing oil heating from nursery site	<p>By 2025</p> <p>On track to achieve</p>	CCT	PSLCSF, however, there is the potential to mitigate or slow down the rate of increase in the Council's energy spend	Corporate Priority Recovery Plan,	<p>Audits carried out by APSE – projects to be planned to carry out suggested work</p> <p>Autumn 2023 Energy audits have been carried out at the following sites (Stage 1):</p> <ul style="list-style-type: none"> • Ashford Rec pavilion • Fordbridge Day Centre • Greeno Day Centre • Knowle Green Council Offices • Long Lane pavilion • Shepperton Village Hall • Staines Community Centre • Staines Park pavilion • White House Depot 	

4.	Incorporate energy efficiency measures and renewables into conversions, refurbishments, and maintenance of Council buildings and housing developments	Identify projects that are in line for maintenance and explore opportunities to include carbon intervention measures and adaptation retrofits simultaneously e.g. cooling, rainwater harvesting, and water efficiency with consideration of associated air quality impacts	Ongoing	Assets/Facilities /CCT		Corporate Recovery and Environment plan	<p><i>Having trained in CLT 2 members of the Assets team who's pledges improving the energy efficiency of buildings.</i></p> <p>Ongoing work at KG and Nursery. 80% of all lighting has now changed to LED (KG) Remaining fluorescent lights in store cupboards or areas with little/no access.</p>
5.	Carry out an energy and carbon audit of all Corporate IT functions	Understand the hidden emissions of ICT and develop a plan to reduce these	2023 Extend to Q1 2025	ICT/CCT	Green Initiatives Fund (GIF) for possible consultant work if required		Investigating consultants that can undertake this work (through APSE energy)
6.	Deliver lighting upgrades and improvements to heating, ventilation and air conditioning, all remaining lighting in Council buildings to be replaced with LEDs where appropriate	Reduce energy use in Council buildings, could also reduce the Council's energy expenditure	Ongoing	SO/Facilities			<p>Loft insulation recently upgraded in KG</p> <p>80% of all lighting has now changed to LED (KG) Remaining fluorescent lights in store</p>

								cupboards or areas with little/no access.
7.	Meter water usage across Council buildings and install water saving devices and consider behaviour change methods	Reduction of water usage across SBC operations will the possibility of reducing water bills also	2025	Facilities		Water Efficiency Policy	Water contract in process of being switched to Laser where water use will be tracked better Moving away from Castle at scheduled contract end of September 2024. Awarding supplier who is on the framework - LASER preparing.	
8.	Complete remaining EPC surveys for all Council sites in the commercial portfolio and assess against the requirements of the Minimum Energy Efficiency Standards	Allow assessment of sites and determine if any insulation work is required to reduce energy use	2026	Assets/ Facilities		Corporate Priority Environment Plan and Recovery Plan	Ahead of schedule: 98% complete - 3 sites left to go (access barrier) Next stage is to start with D rated properties and bring to at least C rated.	
9.	Produce as much energy locally through renewable resources	All opportunities for renewables in Spelthorne explored and developed where feasible including solar and geothermal	2028	Initially CCT	Public Sector	Greener Futures Delivery Plan action point (41)	Solar PV now on all 3 main operational buildings Investigating opportunities for solar on car parks	
10.	Consider approaches to decarbonising buildings	Reduce Scope 3 emissions	2026	Assets/CCT/ Leisure	Public Sector		Sunbury Leisure Centre Awarded funding by	

		owned by Spelthorne but leased to others				Low Carbon Skills Fund		Sports England to decarbonise. Applied for Low Carbon Skills Fund in February 2024 but unsuccessful.
11.	Although Spelthorne does not own any council housing, the Council will work with Knowle Green Estate and suppliers to promote retrofit, insulation, energy efficiency and adaptation measures	Work with Knowle Green Estates and social housing providers to reduce emissions from social housing through energy efficiency measures and reduce residents' bills, whilst recognising the need for appropriate mechanical ventilation to maintain indoor air quality in some circumstances	2027	Housing/CCO/Knowle Green Estates External buy in from social housing providers needed.	Social Housing Decarbonisation Fund	50% match funding would be required	50% match funding would be required. Properties bought under Local Authority Housing Fund (LAHF) have been transferred to KGE.	
12.	Council decision-making report template to contain Sustainability/Climate Change Impact section to ensure that every new proposal is aligned with our Climate Emergency commitment	All reports/projects across the Council consider the climate change implications of a future report/project and work to reduce impact, this may require training to understand the full impacts	2022 Amend action: Remove as complete			Corporate Priority Environment Plan	Complete	

	13.	Create new climate change officer role		2021 Amend action: Remove as complete	Group Head Transformation	First-year salary from Green Initiatives Fund	Corporate Priority Environment Plan	Complete
	14.	Deliver climate change communications to residents	Work with Hubbub to create communications regarding climate change, to raise awareness and help educate residents about the issues	By end of 2022 Amended action: 2 yearly progress report until 2030 target	CCO	GIF	Corporate Priority Environment Plan	Communications delivered to residents via social media. Council webpage updated (this is now business as usual) Amended action: Every 2 years publish a strategy update
	15.	Create a dedicated digital space to share knowledge, information and tools on the climate and ecological emergency	Demonstrate that SBC is tackling climate change is a key issue for SBC and allow easy access to resources for staff and residents	By Q3 of 2023 Complete Amended action: By Q4 2025	CCO/SO/ Comms team/ICT/ Projects			<i>New web pages designed</i> and updates with relevant and educational information (complete) Amended action: Create an online climate hub alongside redesign for website
	16.	Develop a green event checklist for event companies and suppliers to	Allow SBC to influence suppliers to reduce emissions and to choose suppliers who	2023 Push this target to align	Procurement/CO			

		report their carbon footprint for Spelthorne events	are actively tackling their emissions. It will also feed into SBC Scope 3 emissions reporting	with Scope 3 emissions Q1 2025				
	17.	Raise awareness and work to ensure all staff reduce unnecessary emissions	Reduce the energy usage and emissions from unnecessary sources such as leaving equipment on standby	Ongoing	All staff			Staff undergoing Carbon Literacy training as well as updates at staff meetings Working towards silver accreditation for Carbon Literacy. Training is now mandatory for all staff.
	18.	Develop a policy of serving only plant-based catering with a priority on local, seasonal sourcing at events on corporate sites.	Reduce emissions from meat and dairy food, which are significant contributors of GHG emissions and deforestation, and raise awareness within the Council and borough of plant based diets	2024 Amend action: Remove this action	CCT/Committees/ Secretariat		National Food Strategy	Action part complete: Food no longer being served at regularly internal committees.
Key Action		Key Task	Desired Outcome	Target	Owner	Funding (if required)	Linked strategy	Progress
Reduce emissions from transport within Spelthorne	19.	Transition the Council fleet to electric. Convert 50% of the Council fleet to electric or hydrogen by 2028	Dramatically reduce the Council's emissions as transport makes up to 53% of	2029	Neighbours Services/CCT	Top up from GIF	Corporate Priority Environment Plan and	2 EV pool cars, 2 EV vans, 2 EV mopeds are already in fleet

			total Council emissions				Recovery Plan, Greener Futures Delivery Plan action point (39)	Spelride Electric vehicle added as part of electric fleet Aug 2024 Report from NS on HVO fuel
20.	Track Council vehicle mileage to better understand the Council's carbon and air pollutant emissions	Understand emissions and air pollution hot spots and work to reduce emissions	Early 2024	Principal Pollution Control Manager/ Neighbourhood Services/CCT	Modelling may require budget – GIF	Corporate Priority Environment Plan, Air Quality Management Area	Air Quality Plan undergoing consultation – this could inform later work	
21.	Promote sustainable transport with staff including, staff homeworking to reduce travel and exploring schemes offering Council employees and other alternatives to flying such as Climate Perks	Reducing emissions from unnecessary travel and highlighting to staff more sustainable choices	End of 2022 Amend Action: 2025	CCT/Projects		Corporate Priority Environment Plan, Greener Futures Delivery Plan action point (50,51)	Part complete: Hybrid working in place as well salary sacrifice schemes for EVs and bicycles new promotion of sustainable travel for staff Amend action: Projects team/HR to look into electric bike/cycle to work scheme	
22.	Improve EV infrastructure, providing more EV charging points and stations, dedicated parking bays and information to improve access throughout Borough	Develop an EV charging strategy to increase the amount of chargers in the borough to promote and aid the transition to EVs	Strategy - Q2 2023 Amend Action: Implement the strategy by 2030	CCT	ORCS and LEVI funding for ChargePoint, EST can	Greener Futures Delivery Plan action point (39), Health and	On-street EV trial with SCC EV strategy adopted (2023)	

		to encourage the uptake of electric vehicles				provide free help with strategy	Wellbeing Strategy	
23.	Deliver EV taxi programme to encourage taxi companies and drivers to invest in electric fleets	Decrease emissions from short journeys especially around schools where taxis are frequent	2024	Principal Pollution Control Officer/Licencing/ SO	Pilot scheme funding from DEFRA via a joint project with the Surrey Air Alliance	Greener Futures Delivery Plan action point (20)	Feasibility of project being reviewed due to funding restraints. Taxi Licensing policy to be consulted on with new vehicle emissions amendment (August 2024).	
24.	Support residents and businesses to adopt clean vehicles and car-sharing	Promoting the use of active transport over shorter distances to reduce car usage in shorter journeys and support via relevant organisations an increase in public transport	2025 Remove this action	CCT		Corporate Priority Environment Plan	Coordinated approach to cycling internal steering group created (Climate team, Environmental Health, Leisure Team, SCC, Talking Tree) Remove action: This is an ongoing action and therefore business as usual, not a set target.	
25.	Implement the Local Cycling and Walking Infrastructure Plan	Increasing opportunities for exercise through	2024 Ongoing	GHCT	Surrey Infrastructure	Corporate Priority Environment	Design feasibility study of phase 1 is the first	

		walking and cycling and improving air quality by reducing car dependency, promoting walking and cycling as alternatives to car use and improving walking and cycling infrastructure within the Borough including developing opportunities for bike maintenance and servicing			Fund/GI F	Plan, Corporate Priority Recovery Plan, Health and Wellbeing Strategy	<p>step of implementation. The design feasibility study will be finalised end of 2024, phases 2 and 3 still need detailed.</p> <p>The main document may also be reviewed and updated in the future.</p>
26.	Promoting sustainable travel, including actively supporting improvements to public transport access to Heathrow and sustainable travel to school	Providing active travel options for residents to access Heathrow, a large employer, reducing private car emissions to airport	Ongoing Remove this action	CCT		Corporate Priority Environment Plan	<p>Surrey CC's Safer Travel Team are active in this area with a dedicated officer who works on this via the Surrey Air Alliance</p> <p>Remove action: This is an ongoing action and therefore business as usual, not a set target.</p>
27.	Continue to lobby at a national and regional level for the changes that are needed and on the big	Decrease the large national and regional impact of air travel emissions and	Ongoing Remove this action	MAT/SCC/ Environmental Health		Corporate Priority Environment Plan	SBC is active on HSPG Environment Group

		strategic infrastructure decisions such as Heathrow Airport's third runway and changes to the regulation and operation of UK airspace	associated pollution in the borough					Remove action: This is an ongoing action and therefore business as usual, not a set target.
Key Action		Key Task	Desired Outcome	Target	Owner	Funding (if required)	Linked strategy	Progress
Reduce the impact of the Council's finance and investments by having responsible investments	28.	Influence and work with Surrey County Council to have a portfolio of responsible pension investments	Work with and influence Surrey County Council to divestment from fossil fuels and climate destructive industries and invest in environmentally friendly income streams	2027	CCT/Finance/Surrey CC		Corporate Priority Environment Plan, Greener Futures Delivery Plan action point (49), Health and Wellbeing Strategy	<i>Pledge from the Chief Finance Officer to lobby Surrey Local government Pension fund to move to disinvest from fossil fuels</i>
	29.	Develop an ESG policy for Council investments	Divert investment from fossil fuels and climate destructive industries towards sustainable investments	Policy in place by end of 2022 applied by 2027	Finance/CCT			<i>Investments currently being renewed by our investment manager in line with the ESG policy produced with finance</i> Policy in place. Working towards the 2027 implementation.
	30.	Investigate renewable energy opportunities and	Have a portfolio of opportunities for renewable energy	Ongoing	CCT	GIF for feasible	Greener Futures Delivery Plan	Currently investigating solar opportunities,

		investments including the potential for solar and wind	development ready to go	Amend action: 2029		studies, PSDS	action point (41)	<p>specifically related to car parks.</p> <p>Using Local Area Energy Mapping to identify potential.</p> <p>Investigating heat network potential in Staines (feasibility study by SCC)</p>
31.	Sustainable procurement of goods and services - understand the Council's supply chains, contractors and service providers/stakeholders and specify (when tendering) sustainable practices and products within them including being responsive to climate risks in procurement	Organisational development and training for key lead officers in commissioning and procurement, including training on low carbon procurement and sustainable policy	2025	CCT/ Procurement		Corporate Priority Recovery Plan Greener Futures Delivery Plan action point (48)	<p>CCO now sits on Procurement Board to advise any future procurement projects of how to make more sustainable choices also reviewed our procurement procedure to ensure environment and sustainability implications are considered during each stage of procurement.</p> <p>Amended action: To creating a sustainable procurement policy and training on this</p>	
32.	Work and partner with other local authorities, regional bodies and public sector institutions to attract	Maximise any funding opportunities/projects to reduce emissions in	Ongoing 2030+	CCT			Continue meeting with SCC Climate Change officers to discuss funding options.	

		investment and grant funding, using this to share knowledge and maximise opportunities	Spelthorne and adapt to climate change					<p>Created a Spelthorne web page with grants that local community groups can apply for.</p> <p>Working with universities, such as Royal Holloway, on grant applications.</p> <p>Supportive of applications made by SCC on behalf of Districts & Boroughs.</p>
Key Action		Key Task	Desired Outcome	Target	Owner	Funding (if required)	Linked strategy	Progress
Creating sustainable development in Spelthorne	33.	Adopt the highest possible environmental standards within development planning, including standards for adaptation to climate change and develop integrated guidance on planning.	Encourage more sustainable developments in Spelthorne and reduce the need for intervention in future	2024	Building Control/Planning/CCO		Greener Futures Delivery Plan action point (38)	<p>Building Control are aware of any updates to building standards regulations and ensure standards are rigorously applied</p> <p>Climate SPD adopted at Council (2024)</p>
	34.	Develop the first 'wet and dry' Passivhaus accredited leisure facility in the UK	Deliver a state-of-the-art facility that will use 70% less energy than the current leisure centre	Q2 2024	Assets/Leisure			<p>Construction has started on site</p> <p>On track to be completed in 2024.</p>

35.	Develop a Green Infrastructure strategy to support the Local Plan	Directly deliver and encourage the implementation of green infrastructure for climate risks of flooding, heat and water stress. Including green roofs and walls, Sustainable Drainage schemes (SuDS) and rainwater harvesting. Green roofs and walls could provide carbon sink opportunities and reduce ambient particulate concentrations	2024 Amend action: Develop in 2025 for adoption in 2026	Senior Strategic Planning Officer/CCT		Health and Wellbeing Strategy, Corporate Priority Environment Plan	Green Infrastructure will be developed by Strategic Planning officer Amend action: Timeline change due to local plan delay. Develop in 2025 for adoption in 2026	
36.	Ensure there is a net increase in biodiversity on all developments	Have a list of areas within Spelthorne where large-scale and/or off-site Biodiversity Net Gain (expected to come into force in winter 2023) can take place	Q1 2023 Q1 2024 (delayed by central government)	Biodiversity officer/Planning	BNG funding	Environmental Bill	List of possible BNG sites being created 3 council owned land identified for BNG habitat banks. Preparations of sites are underway. Additional sites to be investigated.	
37.	Promoting residential development that is sustainably located with	Creation of 20-minute neighbourhoods, where daily services can be accessed	2028	Planning		Greener Futures Delivery Plan action point	Creation of Climate Change SPD.	

		access to existing services and transport hubs	within a 20-minute walk				(17), Local Plan - SP1, SP2 and SP3 and EC3	Climate Change Policies in the new Local Plan which is awaiting adoption.
	38.	Implement cool roofs across the Council’s housing and corporate estate where appropriate, considering options for white and green roofs	Cool roofs will reduce the building temperature during increasingly hotter weather and uses less energy for cooling	2025	CCT/Assets			
Key Action		Key Task	Desired Outcome	Target	Owner	Funding (if required)	Linked strategy	Progress
Create a sustainable economy within Spelthorne	39.	Create a green business forum for Spelthorne businesses providing support through workshops, advice and grant funding to develop sustainable future-proofed businesses	Reduce emissions from businesses in Spelthorne and provide support for businesses to become more sustainable and reduce their risk of exposure from climate risks	2023	CCT/Economic Development	Levelling up fund	Corporate Priority Recovery Plan	<p>SustainSpelthorne programme underway</p> <p>After identifying areas where reductions can be made, we can direct them to grants from new Loan scheme for businesses (beginning Summer 2024)</p> <p>Amend action: Combine actions 39, 40 and 42.</p>
	40.	Encourage businesses in Spelthorne to be leaders in reducing emissions and	Demonstrate Council’s commitment to tackling climate	2024	CCT/ED		Greener Futures Delivery Plan	Net Zero free courses promoted, some run in Youth Hub, 3 days run in

	tackling climate change, and to showcase good practice. Amend action (additional wording): Conduct research with local businesses to understand barriers, and provide access to grant funding.	change while working with major businesses to reduce emissions in the borough				action point (32)	Business Hub to with advice to reduce costs SustainSpelthorne programe underway After identifying areas where reductions can be made, we can direct them to grants from new Loan scheme for businesses (beginning Summer 2024). Amend action: Combine actions 39, 40 and 42
41.	Continue to promote LoCASE, which offers grants to small and medium enterprises (SMEs) for energy efficiency measures	Allow SMEs funding to access energy efficiency measures which may have otherwise not have been possible to reduce emissions	Ongoing	CCT/ED	LoCASE	Greener Futures Delivery Plan action point (10)	LoCASE funding continues to be very successful, since funding introduced estimated the 84.66 tonnes has been saved by local SMEs
42.	Conduct research with local businesses to better understand motivations and barriers to reducing emissions	Provide opportunities for local companies to pilot and adopt low-carbon solutions	2024	CCT/ED		Corporate Priority Environment Plan	SustainSpelthorne programe underway. After identifying areas where reductions can be made, we can direct them to grants from new Loan scheme for

								businesses (beginning Summer 2024) Amend action: Combine actions 39, 40 and 42.
Key Action		Key Task	Desired Outcome	Target	Owner	Funding (if required)	Linked strategy	Progress
Reduce the waste produced in the Spelthorne and emissions from waste	43.	Carry out campaigns, projects, and prototypes to increase recycling rates for target materials, resident groups, and locations	An increase in the rate of Spelthorne recycling rate figures to be provided once the National Waste Strategy has been published	Ongoing Remove this action	Neighbourhood services/CCT		Greener Futures Delivery Plan action point (64), Joint Municipal Waste Management Strategy	2 campaign have run since Sept – once focusing on food waste the other on recycling This is an ongoing action and therefore business as usual, not a set target.
	44.	Improve recycling in flats and multi occupancies, especially around food waste and general contamination	An increase in the number of households within the district actively recycling everything they can and improving access to food waste collections for more residential customers	2025 Amend Action: 2026 target to reflect government change in recycling plans	Neighbourhood services		Corporate Priority Environment Plan	There has been an increase in waste recycling uptake, and improvements made to access the service by introducing to properties where not previously provided. Amend Action: The governments simpler recycling plans will see the introduction of food

								waste rolled out in all domestic properties by 2026 which supports this action.
	45.	Reduce food waste from Council operations such as events and community centre	Reduction of food waste from Council operations reducing methane emissions	2023 Amend action: 2025	Independent Living/CCT		Corporate Priority Communities Plan	<p>Part complete: Food waste bins introduced to Knowle Green Offices, and no longer serve food at majority of committee/Council events</p> <p>Work towards reducing food waste in other operations e.g. community centres (extend target year)</p>
	46.	Support schemes to reduce food waste within the community and local businesses and redistribute surplus food	Surplus food redistributed via schemes such as community fridges, reducing methane emissions and securing food reliance	2024	CCT/Neighbourhood Services/Community Wellbeing	GIF	Corporate Priority Communities Plan	This is an ongoing action and therefore business as usual, not a set target.
Key Action		Key Task	Desired Outcome	Target	Owner	Funding (if required)	Linked strategy	Progress
Help develop sustainable communities in Spelthorne	47.	Continue to promote and provide support for residents to access energy	Reduce fuel poverty in Spelthorne, making homes more energy efficient and decrease	Ongoing (based on funding availability)	CCT	LAD3/Sustainable	Health and Wellbeing Strategy, Greener	Ongoing work with Action Surrey

	efficiency/fuel poverty grant schemes	carbon emissions from heating	2030+		Warmth / ECO4 Flex	Futures Delivery Plan action point (5)	Targeted campaign approach in Spelthorne, working with Action Surrey (HUG1, HUG2, LAD3) Solar Together Phase 3 starting in June 2024.
48.	Enforce minimum energy efficiency standards for the private rented sector	Improving the energy efficiency of housing in Spelthorne reducing the need for excess energy	2023 Amend action: 2024	Environmental Health/Assets		Corporate Priority Affordable Housing Plan	Environmental Health Enforcement Policy approved by Committee.
49.	Continue to expand the walking and cycling networks across the district and promote active travel and promote 20-minute neighbours	Increasing opportunities for exercise through walking and cycling and improving air quality by reducing car dependency, promoting walking and cycling as alternatives to car use and improving walking and cycling infrastructure within the Borough	2025	GHCT/CCT		Greener Futures Delivery Plan action point (17)	Involved in Local Walking and Cycling Infrastructure programme and opportunities for walking and cycling being incorporated into River Thames scheme plans.
50.	Engage with the charity and voluntary sector to align efforts on tackling the climate emergency and improving air quality	Continue to work with organisations such as Talking Tree to tackle the climate emergency and Global	Ongoing Amend action: 2030+	CCT/Pollution Control		Greener Futures Delivery Plan action point (23)	Jan 24th 2024: Clean Air Night run by Global Action Plan promoted on socials.

			Action Plan to promote Clean Air Day					<p>Application for DEFRA air quality grant funding to support Global Action Plan's Clean Air Night campaign in January 2025. Notification as unsuccessful in bid.</p> <p>Looking to undertake some 'backpack' (portable device) air quality monitoring in Spelthorne.</p>
	51.	Work with social housing providers to accelerate low carbon measures for social housing	Encourage social housing providers to undertake energy efficiency measures – reducing emissions	Ongoing Amend action: 2030+ (due to scope 3 action)	CCT/Housing	Social Housing Decarbonisation Fund	Corporate Priority Affordable Housing Plan	50% match funding would be required. Need A2 Dominion to lead due to ownership.
	52.	Promote access to grant funding for renewable energy installations for residents including Solar Together	Create opportunities for residents to install renewable energy and reduce the demand for fossil fuels	Ongoing (based on funding availability) 2030+	CCT	Solar Together	Greener Futures Delivery Plan action point (5)	<p>Continue to promote Solar Together</p> <p>Solar Together being renewed for Phase 3.</p>
Key Action		Key Task	Desired Outcome	Target	Owner	Funding (if required)	Linked strategy	Progress
Protecting biodiversity and	53.	Protect existing habitat and increase targeted habitat to	Ensure at least 10% of SBC's open space	2023	Biodiversity officer/		Corporate Priority	Plans for wildflowers meadows Spring 2024 -

restoring healthy ecosystems which help mitigate climate change		support biodiversity recovery in open spaces	portfolio is long grass or similarly “wild” habitat	Amend action: 2025 (This work will continue and future use of software will help to identify %)	Neighbourhood Services		Environment Plan	make improvements at sites Amend action: Discussions on how to map habitat across the borough (software investigations)
	54.	Develop a range of projects that contribute to tackling the ecological emergency, nature-based solutions, and habitat restoration, restoring and protecting nature, managing our land to provide greater biodiversity to encourage wildlife and insect populations	Create sustainable management practices in open spaces for example increase wildflower planting and composting and reduce the use of fertilisers and chemicals which have a large global warming potential	2024	CCO/ Biodiversity officer/Parks team			Meadows as above Sustainable management practices: - Do not use herbicides on council meadows - Logs left on site where appropriate - New compost pile at Rivermead Island - Sunbury & Ashlink - compost piles and bug hotels
	55.	Promote the inclusion of trees in the built environment to mitigate the localised urban heat island effect by providing shade and cooling ecosystem services	New developments to incorporate roadside and garden tree planting with species selected for their environmental and biodiversity benefits	2026	Planning/CCT/ Biodiversity officer			50 trees to be planted as part of SBC’s 50 th anniversary
	56.	Compile a list and assess the current carbon sinks within the borough, and develop a plan to protect, support and improve these sinks	Improving the carbon sequestering ability of the borough	2023 Amend action: 24/25	CCT/Biodiversity officer	GIF		Discussions on how to map habitat across the borough (software investigations) Amend action to 24/25

57.	Incorporate an appreciation of climate change risks and opportunities within open space management planning	Review planting schemes to reduce the use of short-term plants and trees chosen for appearances and promote the use of plants and trees with greater climate adaptation resilience and biodiversity benefits, particularly for bees, moths, butterflies and other pollinators	2024	CCO/ Biodiversity officer/Parks team		Corporate Priority Environment Plan	<p>Wildflower meadows - moved to a more sustainable seed mix, longer lasting, 100% native, UK sourced.</p> <p>Moved away from weed spray</p>
58.	Promote and develop greening resources for residents to encourage greater biodiversity and 'green the grey' in private spaces	Provide quick-win incentives for residents to plant biodiversity-friendly species, such as distributing seeds and bulbs	2023 Amend action: We will continue this work	Biodiversity officer			<p>2 of the new wildflower meadows in Stanwell where there is a lack of green</p> <p>Comms on sustainable gardening included in the 2024 Summer bulletin</p>
59.	Work with partners such as Colne Valley Trust to deliver biodiversity and climate change projects	Develop opportunities to create carbon sink initiatives within the Borough, including landscaping, retaining and expanding existing woodland, and more tree planting	Ongoing 2030+	CCO/ Biodiversity officer	GIF	Priority Environment Plan	<p>SBC re-joined Colne Valley Partnership and are continuing this relationship.</p> <p>Biodiversity Officer attends Forum Work on the Staines Moor.</p>

	60.	Work with local community organisations to develop and promote opportunities for residents to learn about the borough's biodiversity more widely	Encourage the creation of "Friends of..." groups engagement and awareness of biodiversity in the borough	Ongoing 2030+	Biodiversity officer		Priority Environment Plan	Biodiversity officer meets with Friends of groups.
	61.	Conserving urban open spaces and green infrastructure which are a contributor to managing surface water run-off, holding floodwaters, and reducing soil erosion	Promote grassland habitat diversity and support the connectivity of pollinator habitats while protecting soil, a large carbon sink, from erosion	2023 Amend action: 2030+	CCT/Biodiversity officer		Priority Environment Plan	Wildflower meadows Strategize future zones
	62.	Embed natural capital and land use opportunities designed to sequester increased carbon emissions into all appropriate infrastructure and development schemes, countryside estate management plans and land management policies	Encourage new developments to have a positive climate and biodiversity impact	2026	Planning/CCT/Biodiversity officer		Greener Futures Delivery Plan action point (68), Local Plan E1	Local Plan, Climate SPD, BNG
	63.	Return Sweeps Ditch to a gravity fed stream	Reduce the energy use and emissions from running the Sweeps Ditch pump 24/7	2027 Amend action: Pushing target to 2030+ due to complexities of task and	SO/Biodiversity Officer			

Key Action	Key Task	Desired Outcome	Target	Owner	Funding (if required)	Linked strategy	Progress
	64. Provide a home for wildlife around Council assets, through wildlife friendly planting and the provision of items such as bat and bird boxes and insect hotels	Increase of biodiversity around Council assets, demonstrating the Council's commitment to improving biodiversity in the area and leading by example	2023 Amend action: 2025	Biodiversity officer			Looking into options around council buildings.
Adaptation – plan for the changes in the climate including flooding, drought, and heatwaves	65. Continue to work with partners on the River Thames Scheme Working with the Environment Agency and other partners to deliver the River Thames (Flood Relief) Scheme and other flood mitigation initiatives	Protect Spelthorne from future flooding	Ongoing Amend action: Work to be completed in 2029	GHCT	Capital commitment currently of £1.3m	Corporate Priority Environment Plan, Risk Register	Formal consultation commenced in January 2024. SBC officers have ongoing involvement in this scheme.
	66. Work with Surrey County Council to develop a Climate Change Adaptation and Resilience Plan	Prepare for risks from climate change including heatwaves, droughts, flooding, supply chain disruption, invasive species	2023 Amend action: Remove as complete	CCO		Greener Futures Delivery Plan action point (66)	CCO on SCC working group feeding into Adaptation plan Action complete: Surrey have published adaptation and resilience strategy

	67.	Work with social care, education and children's services providers on future impacts on vulnerable adults and children	Ensure that buildings are suitable for rising temperatures and are protected during heatwaves	2025 Amend action: 2030	CCT/Family Support Team		Corporate Priority Communities Plan	Amend action: increase time frame (this is scope 3 emissions)
	68.	Communicate climate risks including flood, heat, fire, and drought to residents and explain the actions they can take	Help residents understand the risks of climate change, what they can do to reduce the risks and how to protect themselves	Ongoing 2030+	CCT/Comms		Risk Register	November 2023: Comms posted during flood action week (7th-13th November) Continue working with comms on materials for residents
	69.	Maintain and build on food resilience and networks developed in response to Covid-19, to ensure effective redistribution of food when needed	Surplus food redistributed via schemes such as community fridges, reducing methane emissions and securing food reliance	2024 Amend action: 2030+ (continue with this work post the target date if successful in additional funding)	CCT/ Neighbourhood Services/ Community Wellbeing		Corporate Priority Communities Plan	Working with community group Talking Tree on urban food growing (Incredible Edible Spelthorne)
	70.	Deliver where feasible, circular water systems that reuse grey water in new development, and integrated water management strategies (IWMS) in large-scale developments	Increase grey-water storage infrastructure capacity year on year	2028	Planning/CCT		Local Plan	

	71.	Continue to achieve sustainable flood mitigations for surface water flooding from new development	Trial incentives for private driveways to be converted to green space for ecological gain	2025	Planning/CCT		Local Plan E3	Included in the new Local Plan which is awaiting adoption.
	72.	Encourage the retrofitting of cool roofs by residents and businesses, targeting areas with strong urban heat island effects tree and shrub planting where appropriate to provide shelter from extreme weather	Decrease the heat island effect in the borough and the heat vulnerability	2027 Amend action: 2030 (due to scope 3 emission source)	CCT		Corporate Priority Environment Plan	

CORPORATE PLAN 2024-28 ACTION PLAN – Actions in Environment and Sustainability Committee’s Remit

Short-term actions: 2024-25

Medium-term actions: 2025-27

Long-term actions: 2027-28

<p>COMMUNITY</p> <p>Aim: To place the needs of the borough at the heart of everything we do; supporting residents to live healthy and fulfilling lives and empowering communities so they feel included, valued, supported and safe.</p>		
<p>Theme 1 - Clean and safe borough</p> <p>Making our borough a great place to live, keeping our borough safe, and encouraging communities to take pride in their area</p>		
<i>Short Term</i>	<i>Medium Term</i>	<i>Long term</i>
<p>Launch the Keep Spelthorne Clean initiative and engage with relevant agencies and businesses to take responsibility for their areas. Trial new ways of working to address the issues of street sweeping in difficult to access roads such as parking suspensions or prior notification boards, adapting to increasing demands and delivering solutions within existing resources.</p>	<p>Trial the use of QR codes on bins in key shopping areas, so residents can report full bins/litter concerns.</p>	
<p>Theme 2 - Healthier communities</p> <p>Address the causes of health inequalities, promote more active and healthier lifestyles and our parks and open spaces.</p>		
<i>Short Term</i>	<i>Medium Term</i>	<i>Long term</i>
<p>Install five new inclusive play areas in parks across the Borough.</p>		

Theme 3 - Empowered communities		
<p>Communicating, listen and engage with residents, be an inclusive Council for all our residents and sustaining our Community Centre Network, adjusting to the needs of our residents.</p>		
<i>Short term</i>	<i>Medium term</i>	<i>Long term</i>
<p>Launch a Citizens' Panel in 2024 to help shape the Council's decisions on services and policy. Introduce an online engagement tool to gain views on planning design codes in 2024.</p>		

ADDRESSING HOUSING NEED		
<p>To support the delivery of high-quality housing and solutions to allow residents to live independently which meets the needs of all sections of the community at every stage of life, addressing the challenges around availability, affordability and homelessness.</p>		
Theme 2 – Affordability		
<p>Maximise the provision of affordable homes through the planning process, support the delivery of social housing and work with partners to increase the range and affordability of housing.</p>		
<i>Short Term</i>	<i>Medium Term</i>	<i>Long term</i>
<p>Seek to maximise the provision of affordable homes through the planning process through viability assessments and s106 agreements.</p>		
<p>Proceed to Examination and adopt the Local Plan to guide how new sustainable development which benefits our communities comes forward over the next 15 years.</p>		

RESILIENCE		
Aim: To ensure prudent management of our finances and resources and create a climate in which businesses and individuals can thrive. Work with our partners to maintain our preparedness for emergencies.		
Theme 3 - Preparing for the effects of climate change: Maintaining our preparedness and response to borough emergencies		
<i>Short term</i>	<i>Medium term</i>	<i>Long term</i>
Manage our parks and open spaces and commons e.g. utilising tree planting and plant species to reduce risks of flooding.	Continued engagement with the Environment Agency and support the progress of the development consent order to build the channels and associated infrastructure for the River Thames Scheme .	Identify habitats with high biological carbon sequestration potential and planting species which can adapt to future environmental changes
Advise residents steps they can take to prepare for emergencies with a 'warning and informing' campaign using a range of communication platforms.	Build on established flooded community groups to prepare for flooding emergencies and assist when required.	
Work with partners including Surrey County Council in developing a climate change and resilience plan for adoption in 2024.	Work with Surrey County Council to implement relevant aspects of their 'Climate Change Adaptation and Resilience Strategy' to ensure it meets Spelthorne's requirements.	Adapt Council assets to prepare for changing climate and weather conditions

ENVIRONMENT		
Theme 1 - Our Council's journey to Net Zero 2030		
Aim: Deliver actions in the Council's Climate Change Action Plan, operate sustainable practices and procurement and complete the New Leisure Centre, promoting Passivhaus standards.		
<i>Short Term</i>	<i>Medium Term</i>	<i>Long term</i>
Introduce an electric Spelride community transport bus to our existing fleet.	Update other vehicles and equipment to electric including mopeds, mowers, leaf blowers and small vans	All other Council vehicles to run by alternative fuel (e.g. electric/hydrogen powered) in line with government regulations.

	(subject to technical and financial constraints)	
Become a certified carbon literate organisation.	Implement EV rapid charging points at Lammas car park and where feasible other locations in the Borough in 2025.	Reduce Council energy use by 50% by 2028 and explore Passivhaus opportunities for own portfolio. Complete full energy audits in 2028.
Develop a NetZero tracker to benchmark the Climate Change Strategy actions.	Identify further environmental enhancements and energy saving opportunities for Council properties e.g. white roofs to keep interiors cooler and air source heat pumps.	
Theme 2 - Protecting and enhancing our environment		
Aim: Improving air quality, reducing noise impacts, enhancing biodiversity across the borough and working with partners to deliver a greener future.		
Short Term	Medium Term	Long term
Create a Tree Nursery at Laleham Nursery and seek opportunities for new species to meet climate change adaptation needs.	Complete phase 2 of the Local Cycling and Walking Infrastructure Plan . (LCWIP)	Secure further LCWIP funding with Surrey County Council to fully implement the scheme for the benefit our residents.
Work with key stakeholders to help address poor air quality by adopting a revised air quality management area and an air quality action plan for 2024-25.	Work with local groups to enhance biodiversity through planting wildflower meadows in suitable locations.	Continue support for the River Thames Scheme (which should be into its construction phase in 2027/28).
Implement Biodiversity Net Gain (BNG) obligations through the planning process and complete baseline surveys for Council BNG sites.	Promote and grow the Council's commercial waste service - Spelthorne Direct Services, assisting businesses to comply with legislation, be more efficient and reduce cost and waste.	Seek to minimise the impacts of the redesign of Heathrow's flightpaths (airspace changes) on our communities in terms of noise.

Theme 3 - Championing local action		
Aim: Supporting residents and businesses to lower their carbon footprint and promoting development of community environmental groups		
<i>Short term</i>	<i>Medium term</i>	<i>Long term</i>
Promote and assist the development of community environmental groups across the borough to develop environmental initiatives and enhance biodiversity in our parks and open spaces, supporting the Climate Change Action Plan.		Encourage the development of space for locally sourced community food growing initiatives .
Run a programme of business energy and carbon reduction seminars for local businesses offering practical advice and solutions.	Promoting local ' greening the grey ' and neighbourhood ' Library of things ' initiatives via schools and community groups.	Encouraging circular economy development through repair cafes and education of residents about how to respond to climate change
Deliver climate change audits for businesses to enable them to reduce costs and adapt to greener energy solutions.	Encourage the reduction of plastic waste by promoting water fountain facilities and work with partners to identify suitable locations to introduce new water fountains .	Continue to identify available community and business grant funding opportunities for energy efficiency and decarbonisation initiatives.

SERVICES: To deliver a wide range of high-quality community focused and accessible services for everyone who lives and works in Spelthorne, striving for continuous improvement in all aspects of our work and providing excellent customer care.

Theme 2 - Digitally enabled and accessible services - Empowering customer experience, using customer insights for smarter service delivery and enabling remote accessibility to increase customer choice

<i>Short Term</i>	<i>Medium Term</i>	<i>Long term</i>
Bid for funding for digitalisation of planning services to improve digital engagement and community interaction.		

CIL Update

- In July we made a CIL payment to St Hilda's Church, Ashford for £48,000 from a CIL Funding grant awarded 2023 towards St Hilda's Church Hall roof replacement and solar panels. We had a lovely emails to say how delighted they are.
- In August we made two CIL payments
 - Littleton Infant School - £16,564.91 awarded towards community centred outdoor playground enhancements through the Shepperton Local Spending Board (CIL spend)
 - Friends of Kenyngton Manor Park - £40,786.93 towards Kenyngton Manor Park MUGA (Multi-Use Games Area) which included new tarmac and new lines. This came from the Sunbury Local CIL Spending board total award of ££60,139.
- We need to hold the Strategic CIL Spending board and the two remaining Local CIL Spending Boards for Ashford and Shepperton. Continued staff absence has meant these have not been booked. The Strategic CIL Board will consider the solar canopy at the Eclipse, an application from Surrey CC for Local Street Improvements in Lower Sunbury, and one for a cycle repair project in Staines town centre.

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Spelthorne Borough Council Services Committees Forward Plan and Key Decisions

This Forward Plan sets out the decisions which the Service Committees expect to take over the forthcoming months, and identifies those which are **Key Decisions**.

A **Key Decision** is a decision to be taken by the Service Committee, which is either likely to result in significant expenditure or savings or to have significant effects on those living or working in an area comprising two or more wards in the Borough.

Please direct any enquiries about this Plan to CommitteeServices@spelthorne.gov.uk.

Spelthorne Borough Council

Service Committees Forward Plan and Key Decisions for 1 September 2024 to 31 December 2024

Anticipated earliest (or next) date of decision and decision maker	Matter for consideration	Key or non-Key Decision	Decision to be taken in Public or Private	Lead Officer
Environment and Sustainability Committee 17 09 2024	Climate Change Strategy	Key Decision	Public	Gina Cook, Climate Change Officer, Timothy Snook, Sustainability Officer
Environment and Sustainability Committee 17 09 2024	GIF Bid - Reallocation of Funds	Non-Key Decision	Public	Timothy Snook, Sustainability Officer
Environment and Sustainability Committee 17 09 2024	GIF Bid Carbon Literacy Accreditation	Key Decision	Public	Gina Cook, Climate Change Officer, Timothy Snook, Sustainability Officer
Environment and Sustainability Committee 17 09 2024	National Planning Policy Framework Consultation Response	Non-Key Decision	Public	Heather Morgan, Group Head - Place, Protection and Prosperity
Environment and Sustainability Committee 17 09 2024	Refurbishment of the Lammas Play Area	Non-Key Decision	Public	Jackie Taylor, Group Head - Neighbourhood Services
Environment and Sustainability Committee 17 09 2024	Strategic Priorities for 2024/2025	Non-Key Decision	Public	Karen Wyeth, Principal Committee Manager

Date of decision and decision maker	Matter for consideration	Key or non-Key Decision	Decision to be taken in Public or Private	Lead Officer
Environment and Sustainability Committee 17 09 2024	Appointment of Chair of E&S Committee to the Design Code Task Group	Non-Key Decision	Public	Laura Richardson, Senior Planning Officer
Environment and Sustainability Committee 03 12 2024	Budget Report	Non-Key Decision	Public	Mahmud Rogers, Joint Financial Services Manager
Environment and Sustainability Committee 03 12 2024	Conservation Areas	Key Decision	Public	Russ Mounty, Team Leader, Planning Development Management
Environment and Sustainability Committee 03 12 2024	Corporate Plan Actions Update - Environment and Sustainability Committee	Key Decision	Public	Sandy Muirhead, Group Head - Commissioning and Transformation
Environment and Sustainability Committee 03 12 2024	Fees & Charges	Non-Key Decision	Public	Mahmud Rogers, Joint Financial Services Manager
Environment and Sustainability Committee 03 12 2024	Growth Bids, Capital Bids & Savings Plan	Non-Key Decision	Public	Mahmud Rogers, Joint Financial Services Manager
Environment and Sustainability Committee 03 12 2024	Planning Development Management Performance 2023	Non-Key Decision	Public	Esme Spinks, Planning Development Manager

Date of decision and decision maker	Matter for consideration	Key or non-Key Decision	Decision to be taken in Public or Private	Lead Officer
Environment and Sustainability Committee 03 12 2024	Planning Enforcement Plan Update	Key Decision	Public	Liz McNulty, Planning Enforcement Officer, Esme Spinks, Planning Development Manager, Richard Jones, Planning Enforcement Team Leader
Environment and Sustainability Committee 03 12 2024	Service Plans	Non-Key Decision	Public	Sandy Muirhead, Group Head - Commissioning and Transformation
Environment and Sustainability Committee 03 12 2024	Tiny Forest - Additional Proposed Site	Key Decision	Public	Anna Fjortoft, Biodiversity Officer
Environment and Sustainability Committee 14 01 2025	Draft Air Quality Action Plan A report will be presented with the draft AQAP in order to allow Members to decide to start the public consultation process for the AQAP.	Key Decision It is significant in terms of its effect on communities living or working in an area comprising two or more wards	Public	Claire Lucas, Principal Pollution Control Officer, Tracey Willmott-French, Senior Environmental Health Manager
Environment and Sustainability Committee 14 01 2025	Surrey Climate Change Adaptation and Resilience Strategy (Surrey Adapt)	Key Decision	Public	Sandy Muirhead, Group Head - Commissioning and Transformation, Timothy Snook, Sustainability Officer